

**MINUTES OF A SPECIAL GENERAL MEETING OF PENINSULA VILLAGE, STRATA CORPORATION LMS 133, held Thursday, January 23, 2020 in the Clubhouse.**

The meeting was called to order at 7:00 p.m. by Strata Council President Mr. Doug Pawson.

Mr. Pawson welcomed Owners to the meeting, and introduced Debra Spatzner of Leonis Management & Consultants Ltd., Strata Property Agent.

A quorum of eighty-two (82) Owners present, either in person or by proxy, was confirmed.

Proof of Notice of Meeting was filed.

It was moved by Jane Reeves, seconded by Judith Adelman to approve the agenda, carried.

**¾ VOTE RESOLUTION-BYLAW AMENDMENT**

It was moved by Gordon Riddick, seconded by Diana Den Duyf to adopt the resolution as follows:

“Be it resolved by a three-quarter (3/4) vote of the Owners, Strata Plan LMS 133 (the “STRATA Corporation”) that:

1. Bylaw 19(1) be repealed; and
2. Bylaw be amended to state:

19. Removing a council member

- (1) If a strata council member is unable or unwilling to act for 3 months or has failed to attend a total of 3 council meetings in a fiscal year they shall be deemed to have been removed from council.
- (2) The owners within the Strata Corporation may, by a resolution passed by a majority vote at an annual or special general meeting, remove one or more council members.
- (3) After removing a council member under (2), the strata corporation must hold an election at the same annual or special general meeting to replace the council member for the remainder of the term.

3. The resolution repealing/amending the bylaws is to be filed/registered in the land title office.

**Following discussion and a request for a ballot vote on the resolution, Merle MacDonald and Sian Osbourne were appointed as scrutineers. A total of 62 votes would be needed to approve the resolution by a ¾ vote. After tallying the ballots, the results of the vote were:**

In Favour        -        47        Opposed        -        35        **Motion Defeated.**

The meeting was adjourned at 8:03 p.m.

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS133, held January 15, 2020 at the Clubhouse.**

**PRESENT:**

Doug Pawson	- President
Lucy Worobetz	- Vice-President /Landscaping
Dot Roulson	- Landscaping
Myrna Cohen	- Treasurer
Karen Gulka	- Secretary
Herb Mueller	- Maintenance
John Riley	- Maintenance

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**ABSENT:** Debra Spatzner, Strata Agent of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Doug Pawson, called the meeting to order at 7:03 p.m.

**MINUTES:**

It was moved by Karen Gulka, seconded by Lucy Worobetz that the Council Meeting minutes of December 18, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Review New Landscaping Company**

In the first few weeks of service Council has noticed a big difference in the quality of work performed with the new Landscaping Company, Lawn Care Plus. Council will be discussing it further at our AGM in April.

**TREASURER'S REPORT:**

Following review, it was moved by Myrna Cohen, seconded by John Riley, that the December 2019 Financial Reports be accepted as presented, carried.

Copies of the Financial Reports are attached to these Minutes for Owner's information.

**NEW BUSINESS:**

**SPECIAL GENERAL MEETING – JANUARY 23RD**

There will be a Special General Meeting on January 23, 2020 at 7:00 pm in the Clubhouse in regard to The Strata 2018 Bylaws (Section 19(1)).

**CLUBHOUSE CARPET REPLACEMENT**

A request was received from the Social Committee to replace the Clubhouse carpet with vinyl flooring. Following discussion, Council did not approve the request to replace carpet as it still looks in good shape. Council will consider adding a Resolution at the AGM to allocate \$10,000.00 to the 2020-2021 budget for Clubhouse upgrades.

**COPY**

## 2020-2021 BUDGET

Council has discussed the concerns a significant increase in our Strata insurance would have on our financials. Myrna will prepare a draft budget taking into consideration a significant increase in our insurance plus other service cost increases where we have been notified.

## 2020-2021 PROJECTS

No significant projects are anticipated at this time.

## COMMITTEE REPORTS:

Maintenance Report: Herb Mueller & John Riley

Unit #48 Flat roof needs fixing.

Gardening Report: Lucy Worobetz

Unit #61 wants Cherry tree pruned. Lucy will ask for prices from different Companies.

Bylaw Report: Doug Pawson

No significant issues have been observed. While the weather is freezing at night, please no car washing.

## CORRESPONDENCE:

The Strata Council received and reviewed correspondence from the Owners of units: 1, 6, 9, 13, 32, 33, 43, 69, 71, 77, 84, 85, and 95.

## ADJOURNMENT:

There being no further business, the meeting terminated at 8:33 p.m.

The next Council Meeting will be held on February 19, 2020.

## REMINDERS:

### **Communication Information**

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In emergencies, call emergency services at 911 immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:

The Owners, Strata Corporation LMS 133  
c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
Faxes may be sent via Leonis to 604 575 5476.

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- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

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**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS133, held December 18, 2019 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Lucy Worobetz - Vice-President /Landscaping  
Myrna Cohen - Treasurer  
Karen Gulka - Secretary  
Herb Mueller - Maintenance  
John Riley - Maintenance

**ABSENT:** Dot Roulson - Landscaping

**GUESTS:** Debra Spatzner, Strata Agent of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Doug Pawson, President, called the meeting to order at 7:02 p.m.

**MINUTES:**

It was moved by Karen Gulka, seconded by John Riley that the Council Meeting minutes of November 20, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Unit For Sale Signs**

Council will be installing a sign holder at the 152<sup>nd</sup> Street entrance in the spring, where realtors can hang For Sale signs.

**TREASURER'S REPORT:**

Following review, it was moved by John Riley, seconded by Myrna Cohen, that the October 2019 Financial Reports be accepted as presented, carried.

Following review, it was moved by Myrna Cohen, seconded by Karen Gulka, that the November 2019 Financial Reports be accepted as presented, carried.

Copies of the Financial Reports are attached to these Minutes for Owner's information.

**NEW BUSINESS:**

**Landscaping Contract Renewal:**

Council reviewed landscaping proposals for annual maintenance from the current provider, Vista Landscape Services and Lawncare Plus. Council noted they had received complaints from numerous Owners expressing their dissatisfaction with the quality of service provided by Vista Landscape Services.

Following discussion, it was moved by Lucy Worobetz, seconded by John Riley to discontinue service with Vista Landscape and accept the proposal as presented by Lawn Care Plus, carried.

Lawncare Plus will provide their services on Mondays instead of the traditional Wednesdays, beginning on January 6, 2020.

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## **COMMITTEE REPORTS:**

### **Maintenance Report:** Herb Mueller & John Riley

There was no Maintenance report at this time.

### **Gardening Report:** Lucy Worobetz

The new landscaping company, Lawncare Plus, will start service on January 1, 2020.

The complex is experiencing a significant amount of lawn damage caused by the crows and raccoons digging for the European Chafer Beetle. These areas will be remediated in the spring. Council will be investigating preventative measures to avoid this problem going forward.

### **Bylaw Report:** Doug Pawson

No serious issues. Owners are reminded to have visitors, whose vehicle will not be moved each day, to park at the Clubhouse.

## **CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 5, 6, 14, 15, 23, 25, 48, 61, 72, 75, 84, and 85.

## **ADJOURNMENT:**

There being no further business, the meeting terminated at 7:55 p.m.

The next Council Meeting will be held on **January 15, 2020** at 7:00pm.

## **REMINDERS:**

### **Communication Information**

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**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS133, held November 20, 2019 at the Clubhouse.**

**PRESENT:** Lucy Worobetz - Vice-President /Landscaping  
Myrna Cohen - Treasurer  
Karen Gulka - Secretary  
Herb Mueller - Maintenance  
Dot Roulson - Landscaping  
John Riley - Maintenance

**ABSENT:** Doug Pawson - President

**GUESTS:** Karen Christiansen (7:00 p.m. – 7:10 p.m.)  
Debra Spatzner, Strata Agent of Leonis Management & Consultants Ltd.

**OBSERVERS:** Pat Ellks, Anna Sterk, Pauline Hareuther (7:00 p.m. – 7:10 p.m.)

**CALL TO ORDER:**

Strata Property Agent, Debra Spatzner, called the meeting to order at 7:00 p.m.

**OWNER HEARING REQUEST:**

In accordance with the Strata Property Act and the Strata Corporation Bylaws, the Strata Council granted a hearing before Council to the Owner of Unit # 71 related to bylaw contravention involving a vegetable garden installed behind Unit # 72. The Owner was thanked for the information and excused from the meeting.

**INTRODUCTION OF NEW COUNCIL MEMBER:**

Council noted that due to incompatibility with the other council members, Sten Christiansen was removed by majority vote of the Council at the meeting held on October 23, 2019. It was agreed unanimously that Myrna Cohen be appointed to the Treasurer's position, carried.

**MINUTES:**

It was noted that there was an omission in the previous set of minutes, correspondence from Unit # 71 was not included. It was moved by John Riley, seconded by Dot Roulson that the Council Meeting minutes of October 23, 2019, with the noted omission, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Driveway / Patio Crack Repair**

This project will be commencing in the spring.

**Snow Clearing Contract**

It was moved by Herb Mueller, seconded by Karen Gulka that the snow clearing contract be accepted as presented by Diamond Shovel, carried.

**Unit For Sale Signs**

Council will be installing a sign holder at the 152<sup>nd</sup> Street entrance, where realtors can hang for sale signs.

**TREASURER'S REPORT:**

In consideration of the incoming Treasurer, it was agreed by Council to carry forward the October 2019 Financial Reports to the next meeting to allow time for review.

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**NEW BUSINESS:**

**Common Property Issue Unit 72**

Council discussed the matter raised by the Owner and noted that the experimental vegetable garden project has been completed and the area will be restored to the previous state of soil. The Owner will be advised of Council's decision.

**Telus Open House:**

Telus will be providing an open house information session on December 12<sup>th</sup>. More information will be provided to Owners.

**COMMITTEE REPORTS:**

**Maintenance Report:** Herb Mueller & John Riley

The driveways at Unit # 15 and # 45 were removed and replaced due to damage caused by tree roots.

**Gardening Report:** Lucy Worobetz

A dead tree was removed at 24<sup>th</sup> and 152<sup>nd</sup>.

A rotted tree beside Unit # 39 was removed.

River rock was applied to garden beds at Unit # 1, 26, 35 and 65.

Lawn remediation was completed.

Raccoons have destroyed the lawn behind the quadrangle and this area will be remediated in the spring. Council will be investigating preventative measures to avoid this problem going forward.

**Reminder:** Owners are asked not to direct the landscapers to do any work. If you have any requests or concerns please address the council in writing.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 2, 15, 29, 32, 34, 45, 48, 71, 80, 84, 95.

**ADJOURNMENT:**

There being no further business, the meeting terminated at 7:58 p.m.

The next Council Meeting will be held on December 18, 2019 at 7:00pm.

**REMINDERS:**

**DOWNSPOUTS**

**Please ensure to remove debris from the downspout cleanouts by your door. End units have 3 downspouts, so please be sure to check them all.**

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LMS133, held October 23, 2019 at the Clubhouse.**

**PRESENT:**

Doug Pawson	- President
Lucy Worobetz	- Vice-President /Landscaping
Sten Christiansen	- Treasurer
Karen Gulka	- Secretary
Herb Mueller	- Maintenance
Dot Roulson	- Landscaping
John Riley	- Maintenance

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**GUESTS:** Debra Spatzner, Strata Agent of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**MINUTES:**

It was moved by Dot Roulson, seconded by Karen Gulka that the Council Meeting minutes of September 18, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Curb Brick Replacement**

Herb Mueller noted that the curb brick replacement has been completed.

**Driveway / Patio Crack Repair**

This project was delayed, and a start date is pending.

**Heart Attack Defibrillator Unit & Earthquake Preparation**

A successful presentation was held on October 2 in the Clubhouse to demonstrate the operation of the Heart Attack Defibrillator unit and provide information on earthquake preparation. Thanks to John Riley. The heart attack defibrillator unit has been installed in the clubhouse and a sign is scheduled to be installed. Instructions will be sent to Owners along with information on earthquake preparation.

**Snow Clearing Vendor and Contract**

This item was tabled for discussion at a later date.

**Unit For Sale Signs**

Council has ordered a Unit for Sale Post to be installed at the 152<sup>nd</sup> Street entrance, where a notice can be placed when a unit is for sale.

**TREASURER'S REPORT:**

Following review, it was moved by Sten Christiansen, seconded by Karen Gulka, that the September 2019 Financial Reports be accepted as presented, carried. Copies of the Financial Reports are attached to these Minutes for Owner's information.

**NEW BUSINESS:**

Council received correspondence from an Owner requesting permission to rent their unit. Following discussion, Council decided to deny this request.

**COMMITTEE REPORTS:**

**Maintenance Report:** Herb Mueller & John Riley

The gate opener cylinder was replaced at the entrance gate on 24<sup>th</sup> Avenue. There is still one old gate opener cylinder in operation at the 24<sup>th</sup> Avenue gate, and two new ones at the gates at 152<sup>nd</sup> Street.

The bridge replacement is pending.

The storm sewers are scheduled to be flushed in the coming weeks.

**Gardening Report:** Lucy Worobetz

**Reminder:** Owners are asked not to direct the landscapers to do any work. If you have any requests or concerns please address council in writing.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 5, 7, 24, 37, 48, 58, 61, 64, 66, and 84.

**OTHER STRATA BUSINESS:**

**Smoke Alarm/ CO Detector in Clubhouse**

Council approved the purchase of Carbon Monoxide detector to be installed in the clubhouse. John Riley will be obtaining prices on smoke alarms for the clubhouse.

**Removal From Council**

It was moved by Doug Pawson, seconded by Lucy Worobetz that:

*“Be it resolved by a majority vote of Council, as it pertains to LMS 133 Bylaw – Division 3 Council, 19(1), that Sten Christiansen be removed from Council.”*

Following a secret ballot, the voting cards were tallied, and results were as follows:

5 In Favour, 1 Opposed      Motion Carried.

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:15 p.m.

The next Council Meeting will be held on November 20, 2019.

**REMINDERS:**

**DOWNSPOUTS**

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**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2019 - September 2019

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.72	168,903.62	168,902.90	405,367.00
Interest Penalties	0.00	27.74	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	150,000.00	0.00	0.00
Interest Income - Operating	231.75	998.74	291.65	700.00
Total Operating Revenue	<u>34,012.47</u>	<u>319,930.10</u>	<u>169,194.55</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>34,012.47</b>	<b>319,930.10</b>	<b>169,194.55</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	256.37	956.32	1,041.65	2,500.00
Gas	26.15	161.99	208.35	500.00
Refuse Pick-up	1,986.08	9,930.40	9,867.50	23,682.00
Total Utilities	<u>2,268.60</u>	<u>11,048.71</u>	<u>11,117.50</u>	<u>26,682.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	2,810.82	25,096.88	8,333.35	20,000.00
Roof Maintenance	0.00	0.00	6,250.00	15,000.00
Enterphone / Phone Lines	74.12	370.60	208.35	500.00
Supplies	0.00	696.20	41.65	100.00
Total Repairs and Maintenance	<u>2,884.94</u>	<u>26,163.68</u>	<u>14,833.35</u>	<u>35,600.00</u>
Grounds				
Roadways/Walkways	0.00	0.00	2,916.65	7,000.00
Sewers/Drains	0.00	1,039.92	416.65	1,000.00
Landscape Maintenance	5,692.05	31,050.60	29,166.65	70,000.00
Landscape Improvements	0.00	2,500.00	6,250.00	15,000.00
Pest Control	464.46	1,768.60	1,666.65	4,000.00
Entrance Gates	0.00	0.00	833.35	2,000.00
Total Grounds	<u>6,156.51</u>	<u>36,359.12</u>	<u>41,249.95</u>	<u>99,000.00</u>
Administration				
Insurance	7,089.50	35,447.50	35,447.50	85,074.00
Insurance Valuation	0.00	0.00	100.00	240.00
Strata Management - Fees	2,094.75	10,473.75	10,473.75	25,137.00
Sundry Items	53.45	480.41	1,666.65	4,000.00
Transfer to Contingency Reserve Fund	10,861.17	54,305.81	54,305.85	130,334.00
Total Administration	<u>20,098.87</u>	<u>100,707.47</u>	<u>101,993.75</u>	<u>244,785.00</u>
Projects				
Roofing Project	0.00	46,305.00	0.00	0.00
Fence Project	0.00	25,780.00	0.00	0.00
Lighting Project	0.00	1,144.50	0.00	0.00
Total Projects	<u>0.00</u>	<u>73,229.50</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>31,408.92</b>	<b>247,508.48</b>	<b>169,194.55</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b><u>2,603.55</u></b>	<b><u>72,421.62</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= September 2019

Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	132,304.06
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	528,210.75
Total Contingency Reserve Fund	528,210.75
Total Cash	662,014.81
Prepaid Insurance	42,537.00
Total Current Assets	704,551.81
TOTAL ASSETS	704,551.81
LIABILITIES AND EQUITY AND FUND BALANCES	
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	619,816.07
CRF Current Year Contributions	54,305.81
CRF Current Year Interest	4,088.87
CRF Current Year Disbursements	-150,000.00
Total Contingency Reserve Fund	528,210.75
Retained Earnings	
Retained Earnings - Opening Balance	103,919.44
Current Earnings	72,421.62
Total Retained Earnings	176,341.06
TOTAL EQUITY AND FUND BALANCES	704,551.81
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	704,551.81

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Sep 2019

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>699.95</b>	<b>= Beginning Balance =</b>
pen0133	BC Hydro (v0000004)	33.30	0.00	733.25	Acct 5216 081 - June 28-Aug 28/19
pen0133	BC Hydro (v0000004)	223.07	0.00	956.32	Acct 1875 644 - June 28-Aug 28/19
	<b>Net Change=256.37</b>	<b>256.37</b>	<b>0.00</b>	<b>956.32</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>135.84</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	26.15	0.00	161.99	Acct 862749 - July 26-Aug 28/19
	<b>Net Change=26.15</b>	<b>26.15</b>	<b>0.00</b>	<b>161.99</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>7,944.32</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,986.08	0.00	9,930.40	Monthly refuse pickup - Sept 1-30/19
	<b>Net Change=1,986.08</b>	<b>1,986.08</b>	<b>0.00</b>	<b>9,930.40</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>22,286.06</b>	<b>= Beginning Balance =</b>
pen0133	Avant Guard Gate & Access Controls Ltd. (v0000387)	374.50	0.00	22,660.56	Gate service
pen0133	Jim Giffen (v0001820)	1,924.15	0.00	24,584.71	Reimburse fence project expenses
pen0133	Martin Electric Ltd. (v0002322)	564.67	0.00	25,149.38	Tech cable & weather box
pen0133	Over The Top Cleaners Inc. (v0000097)	0.00	105.00	25,044.38	Window cleaning, inside & out
pen0133	Over The Top Cleaners Inc. (v0000097)	105.00	0.00	25,149.38	Window cleaning, inside & out
pen0133	Over The Top Cleaners Inc. (v0000097)	0.00	105.00	25,044.38	Window cleaning, inside & out
pen0133	Over The Top Cleaners Inc. (v0000097)	52.50	0.00	25,096.88	Balance owing for window cleaning
	<b>Net Change=2,810.82</b>	<b>3,020.82</b>	<b>210.00</b>	<b>25,096.88</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>296.48</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	37.06	0.00	333.54	Acct 2387425829 - Sept 4-Oct 3/19
pen0133	Telus (v0000038)	37.06	0.00	370.60	Acct 2387425838 - Sept 4-Oct 3/19
	<b>Net Change=74.12</b>	<b>74.12</b>	<b>0.00</b>	<b>370.60</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>696.20</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>696.20</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>1,039.92</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,039.92</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>25,358.55</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,692.05	0.00	31,050.60	Landscape maintenance - Sept 2019
	<b>Net Change=5,692.05</b>	<b>5,692.05</b>	<b>0.00</b>	<b>31,050.60</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>2,500.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>1,304.14</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	131.25	0.00	1,435.39	Inspect & service wasp nest in tree - unit 38
pen0133	Abell Pest Control Inc. (v0000344)	333.21	0.00	1,768.60	Pest control - Sept 2019
	<b>Net Change=464.46</b>	<b>464.46</b>	<b>0.00</b>	<b>1,768.60</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Sep 2019

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>550500</b>	<b>Insurance</b>			<b>28,358.00</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	7,089.50	0.00	35,447.50	Insurance expense
	<b>Net Change=7,089.50</b>	<b>7,089.50</b>	<b>0.00</b>	<b>35,447.50</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>8,379.00</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,094.75	0.00	10,473.75	Strata management fees
	<b>Net Change=2,094.75</b>	<b>2,094.75</b>	<b>0.00</b>	<b>10,473.75</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>426.96</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	28.45	0.00	455.41	Photocopies, faxes & mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	480.41	Bank Service Charge
	<b>Net Change=53.45</b>	<b>53.45</b>	<b>0.00</b>	<b>480.41</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>43,444.64</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	10,861.17	0.00	54,305.81	Monthly CRF contribution
	<b>Net Change=10,861.17</b>	<b>10,861.17</b>	<b>0.00</b>	<b>54,305.81</b>	<b>= Ending Balance =</b>
<b>802000</b>	<b>Roofing Project</b>			<b>46,305.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>46,305.00</b>	<b>= Ending Balance =</b>
<b>803000</b>	<b>Fence Project</b>			<b>25,780.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,780.00</b>	<b>= Ending Balance =</b>
<b>805700</b>	<b>Lighting Project</b>			<b>1,144.50</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,144.50</b>	<b>= Ending Balance =</b>
		<b>31,618.92</b>	<b>210.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION  
LMS133, held September 18, 2019 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Lucy Worobetz - Vice-President /Landscaping  
Sten Christiansen - Treasurer  
Karen Gulka - Secretary  
Herb Mueller - Maintenance  
Dot Roulson - Landscaping  
John Riley - Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**GUESTS:** Debra Spatzner, Strata Agent of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 6:56 p.m.

**MINUTES:**

It was moved by John Riley, seconded by Karen Gulka that the Council Meeting minutes of July 24, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Replacement of East Perimeter Fence**

Herb Mueller noted that the fence installation has been completed.

**Curb Brick Replacement**

This project is scheduled to start on September 19.

**Driveway / Patio Crack Repair**

This project is scheduled to start at the end of September.

**Heart Attack Defibrillator Unit**

A heart attack defibrillator unit has been purchased and will be installed in the mail room. St. John's Ambulance will be holding an information session to discuss the use of this unit as well as emergency and earthquake preparedness. This will take place in the Clubhouse on October 2, 2019 at 7:00 p.m.

**TREASURER'S REPORT:**

Following review, it was moved by John Riley, seconded by Karen Gulka, that the July and August 2019 Financial Reports be accepted as presented, carried. Copies of the Financial Reports are attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Snow Clearing**

Leonis Management was directed to obtain a quote from Diamond Shovel for snow removal.

**Unit For Sale Signs**

Council will be installing metal sign holders at each entrance gate where realtors can hang For Sale signs.



## **COMMITTEE REPORTS:**

### **Maintenance Report:** Herb Mueller & John Riley

The sagging entrance gate on 24<sup>th</sup> Avenue was serviced.

The sewer line is scheduled to be flushed on September 19<sup>th</sup>.

The damaged/ broken sprinklers are scheduled to be replaced or repaired.

Sliding rollers were replaced in some of the units.

The downspouts at units 51 and 91 were cleared of debris.

### **Gardening Report:** Lucy Worobetz

Reminder: If you have specific gardening requests or complaints, please email Council or deposit requests in the gardening box located in the mailroom.

The crows and raccoons are damaging some of the lawns looking for grubs. Council plans to repair and re-seed in order to restore the lawns.

Work is being done by Vista (at no charge to the strata) to replace a hedge that was damaged by chemicals at Unit # 1.

The lawn at Unit # 15 will be remediated following the removal of the sweet gum tree.

5 yards of topsoil will be delivered to various locations in the complex.

4 cedars behind unit # 31 will be replaced.

River rock will be placed at various locations.

If you wish to add shrubs to your gardens please check with Council and landscaping first. Some shrubs grow to be very large and then pose problems with removal. Bedding plants do not require permission.

### **Bylaws Report:** Doug Pawson

Council has received a notice about an owner who appears to be storing junk items on their patio. Owners are reminded of the Strata Bylaw:

#### *Division 1 - Duties of Owners, Tenants, Occupants and Visitors*

##### *3. Use of Property*

*(4) The patios, decks, and balconies and yards adjacent to, attached to or designated for the exclusive use of a strata lot must not be used for the purpose of storage.*

## **CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 8, 9, 16, 32, 39, 44, 48, 50, 51, 58, 66, 75, 84, 88, 90

## **OTHER STRATA BUSINESS:**

### **Conflict of Interest**

Correspondence was received from an Owner regarding a spouse of a strata council member doing handyman work around the complex. Council sought the legal advice of Shawn Smith of Cleveland Doan, who advised the council should pass a resolution (without the spouse present) authorizing the council member in charge of maintenance to make the decision whether to assign a task to the spouse or not and the rate of pay.



**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**  
**Budget Comparison**

Period From May 2019 - August 2019  
Books = Accrual

	PTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.72	135,122.90	135,122.32	405,367.00
Interest Penalties	0.00	27.74	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	150,000.00	0.00	0.00
Interest Income - Operating	268.43	766.99	233.32	700.00
Total Operating Revenue	<u>34,049.15</u>	<u>285,917.63</u>	<u>135,355.64</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>34,049.15</b>	<b>285,917.63</b>	<b>135,355.64</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	699.95	833.32	2,500.00
Gas	28.80	135.84	166.68	500.00
Refuse Pick-up	1,986.08	7,944.32	7,894.00	23,682.00
Total Utilities	<u>2,014.88</u>	<u>8,780.11</u>	<u>8,894.00</u>	<u>26,682.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	9,581.18	22,286.06	6,666.68	20,000.00
Roof Maintenance	0.00	0.00	5,000.00	15,000.00
Enterphone / Phone Lines	74.12	296.48	166.68	500.00
Supplies	0.00	696.20	33.32	100.00
Total Repairs and Maintenance	<u>9,655.30</u>	<u>23,278.74</u>	<u>11,866.68</u>	<u>35,600.00</u>
Grounds				
Roadways/Walkways	0.00	0.00	2,333.32	7,000.00
Sewers/Drains	0.00	1,039.92	333.32	1,000.00
Landscape Maintenance	5,692.05	25,358.55	23,333.32	70,000.00
Landscape Improvements	0.00	2,500.00	5,000.00	15,000.00
Pest Control	333.21	1,304.14	1,333.32	4,000.00
Entrance Gates	0.00	0.00	666.68	2,000.00
Total Grounds	<u>6,025.26</u>	<u>30,202.61</u>	<u>32,999.96</u>	<u>99,000.00</u>
Administration				
Insurance	7,089.50	28,358.00	28,358.00	85,074.00
Insurance Valuation	0.00	0.00	80.00	240.00
Strata Management - Fees	2,094.75	8,379.00	8,379.00	25,137.00
Sundry Items	83.23	426.96	1,333.32	4,000.00
Transfer to Contingency Reserve Fund	10,861.17	43,444.64	43,444.68	130,334.00
Total Administration	<u>20,128.65</u>	<u>80,608.60</u>	<u>81,595.00</u>	<u>244,785.00</u>
Projects				
Roofing Project	0.00	46,305.00	0.00	0.00
Fence Project	0.00	25,780.00	0.00	0.00
Lighting Project	0.00	1,144.50	0.00	0.00
Total Projects	<u>0.00</u>	<u>73,229.50</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>37,824.09</b>	<b>216,099.56</b>	<b>135,355.64</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>-3,774.94</b>	<b>69,818.07</b>	<b>0.00</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**  
**Balance Sheet**

Period= August 2019

Book= Accrual

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<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	122,611.01
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	516,583.36
Total Contingency Reserve Fund	516,583.36
Total Cash	640,694.37
Prepaid Insurance	49,626.50
Total Current Assets	690,320.87
<b>TOTAL ASSETS</b>	<b>690,320.87</b>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	619,816.07
CRF Current Year Contributions	43,444.64
CRF Current Year Interest	3,322.65
CRF Current Year Disbursements	-150,000.00
Total Contingency Reserve Fund	516,583.36
Retained Earnings	
Retained Earnings - Opening Balance	103,919.44
Current Earnings	69,818.07
Total Retained Earnings	173,737.51
<b>TOTAL EQUITY AND FUND BALANCES</b>	<b>690,320.87</b>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<b>690,320.87</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Aug 2019

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>699.95 = Beginning Balance =</b>	
	Net Change=0.00	<b>0.00</b>	<b>0.00</b>	<b>699.95 = Ending Balance =</b>	
<b>501500</b>	<b>Gas</b>			<b>107.04 = Beginning Balance =</b>	
pen0133	FortisBC - Natural Gas (v0000003)	28.80	0.00	135.84	Acct 862749 - June 26 - July 26/19
	Net Change=28.80	<b>28.80</b>	<b>0.00</b>	<b>135.84 = Ending Balance =</b>	
<b>503000</b>	<b>Refuse Pick-up</b>			<b>5,958.24 = Beginning Balance =</b>	
pen0133	AJM Disposal Services Ltd. (v0000141)	1,986.08	0.00	7,944.32	Monthly refuse pickup - Aug 1-31/19
	Net Change=1,986.08	<b>1,986.08</b>	<b>0.00</b>	<b>7,944.32 = Ending Balance =</b>	
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>12,704.88 = Beginning Balance =</b>	
pen0133	Clutter Guys (v0002328)	745.50	0.00	13,450.38	Remove & dump general household waste
pen0133	Over The Top Cleaners Inc. (v0000097)	7,119.00	0.00	20,569.38	Cleaning as required
pen0133	Over The Top Cleaners Inc. (v0000097)	105.00	0.00	20,674.38	Window cleaning, inside & out
pen0133	John Riley (v0002652)	2,026.43	0.00	22,700.81	Reimbursement-defibrillator package AED
pen0133	Sure Fire Gas Services (v0002159)	0.00	414.75	22,286.06	Install clubhouse fireplace fan.
pen0133	Sure Fire Gas Services (v0002159)	414.75	0.00	22,700.81	Install clubhouse fireplace fan.
pen0133	Sure Fire Gas Services (v0002159)	0.00	414.75	22,286.06	Install clubhouse fireplace fan.
	Net Change=9,581.18	<b>10,410.68</b>	<b>829.50</b>	<b>22,286.06 = Ending Balance =</b>	
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>222.36 = Beginning Balance =</b>	
pen0133	Telus (v0000038)	37.06	0.00	259.42	Acct 2387425829 - Aug 4 - Sept 3/19
pen0133	Telus (v0000038)	37.06	0.00	296.48	Acct 2387425838 - Aug 4 - Sept 3/19
	Net Change=74.12	<b>74.12</b>	<b>0.00</b>	<b>296.48 = Ending Balance =</b>	
<b>521000</b>	<b>Supplies</b>			<b>696.20 = Beginning Balance =</b>	
	Net Change=0.00	<b>0.00</b>	<b>0.00</b>	<b>696.20 = Ending Balance =</b>	
<b>532500</b>	<b>Sewers/Drains</b>			<b>1,039.92 = Beginning Balance =</b>	
	Net Change=0.00	<b>0.00</b>	<b>0.00</b>	<b>1,039.92 = Ending Balance =</b>	
<b>533000</b>	<b>Landscape Maintenance</b>			<b>19,666.50 = Beginning Balance =</b>	
pen0133	Vista Landscape Services Ltd. (v0000064)	5,692.05	0.00	25,358.55	Landscape maintenance - Aug 2019
	Net Change=5,692.05	<b>5,692.05</b>	<b>0.00</b>	<b>25,358.55 = Ending Balance =</b>	
<b>533500</b>	<b>Landscape Improvements</b>			<b>2,500.00 = Beginning Balance =</b>	
	Net Change=0.00	<b>0.00</b>	<b>0.00</b>	<b>2,500.00 = Ending Balance =</b>	

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Aug 2019

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>535500</b>	<b>Pest Control</b>			<b>970.93</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	333.21	0.00	1,304.14	Pest control - Aug 2019
	<b>Net Change=333.21</b>	<b>333.21</b>	<b>0.00</b>	<b>1,304.14</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>21,268.50</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	7,089.50	0.00	28,358.00	Insurance expense
	<b>Net Change=7,089.50</b>	<b>7,089.50</b>	<b>0.00</b>	<b>28,358.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>6,284.25</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,094.75	0.00	8,379.00	Strata management fees
	<b>Net Change=2,094.75</b>	<b>2,094.75</b>	<b>0.00</b>	<b>8,379.00</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>343.73</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	58.23	0.00	401.96	Photocopies, faxes & mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	426.96	Bank Service Charge
	<b>Net Change=83.23</b>	<b>83.23</b>	<b>0.00</b>	<b>426.96</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>32,583.47</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	10,861.17	0.00	43,444.64	Monthly CRF contribution
	<b>Net Change=10,861.17</b>	<b>10,861.17</b>	<b>0.00</b>	<b>43,444.64</b>	<b>= Ending Balance =</b>
<b>802000</b>	<b>Roofing Project</b>			<b>46,305.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>46,305.00</b>	<b>= Ending Balance =</b>
<b>803000</b>	<b>Fence Project</b>			<b>25,780.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,780.00</b>	<b>= Ending Balance =</b>
<b>805700</b>	<b>Lighting Project</b>			<b>1,144.50</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,144.50</b>	<b>= Ending Balance =</b>
		<b>38,653.59</b>	<b>829.50</b>		

**LEONIS MANAGEMENT & CONSULTANTS LTD.**

**M E M O R A N D U M**

**TO:** Peninsula Village/CM File

**FROM:** Courtney Backus

**DATE:** September 19, 2019

**RE:** Council Meeting Minutes

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Please be advised that to the best of our knowledge, there was **no Council Meeting in August 2019.**

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION  
LMS133, held July 24, 2019 at the Clubhouse.**

**PRESENT:**

Doug Pawson	- President
Lucy Worobetz	- Vice-President /Landscaping
Sten Christiansen	- Treasurer
Karen Gulka	- Secretary
Herb Mueller	- Maintenance
Dot Roulson	- Landscaping
John Riley	- Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**GUESTS:**

Debra Spatzner, Strata Agent of Leonis Management & Consultants Ltd.  
Jamie Stone, Strata Agent of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**MINUTES:**

It was moved by Dot Roulson, seconded by Karen Gulka that the Council Meeting minutes of June 12, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Replacement of East Perimeter Fence**

Herb Mueller noted that the fence installation started on July 23 and should take approximately three weeks to complete.

**Roof Moss Cleaning**

The moss cleaning on the roof has been completed. Owners should be aware that it can take up to six months for the moss to disappear from the roofs.

**Curb Brick Replacement**

This project is in progress.

**Driveway / Patio Crack Repair**

Herb Mueller noted that the driveway and patio crack repairs will commence in September.

**Coach Light Replacement**

The coach lights have been installed.

**Heart Attack Defibrillator Unit**

It was moved by John Riley, seconded by Karen Gulka that a heart attack defibrillator be purchased to a maximum price of \$1,700.00 plus tax.

**Earthquake/ Emergency Preparation**

Council will be posting links to emergency preparedness information on the Strata Corporation website. Owners wishing to purchase an information binder with hard copies will be available for \$10.00, please contact the Council to place an order.



### **Pond Maintenance**

The pond has been losing water and had to be refilled daily. A cracked water line between the upper and lower ponds was repaired and the leak has been resolved.

### **Roof and Gutter Cleaning**

The roof and gutter cleaning has been completed.

### **Window Washing**

Sign-up sheets for window washing are posted in the mail room.

### **TREASURER'S REPORT:**

Following review, it was moved by Sten Christiansen, seconded by John Riley, that the June 2019 Financial Reports be accepted as presented, carried. Copies of the Financial Reports are attached to these Minutes for Owner's information.

### **NEW BUSINESS**

#### **Water Shut-off**

Council discussed, in conjunction with Earthquake Preparation, the issue of shutting off a unit's water main and whether Owners were aware of the location of the shutoff valve? Owners who need assistance in locating the main water shut-off inside their unit are advised to email the Council at: [admin@peninsula133.ca](mailto:admin@peninsula133.ca).

#### **Strata Trades – Bonded and Insured**

A question was raised by an Owner as to whether all trades used in the complex were bonded and insured.

Yes, they are all bonded and insured.

### **COMMITTEE REPORTS:**

#### **Maintenance Report:** Herb Mueller & John Riley

The entrance gates will be serviced this week.

#### **Gardening Report:** Lucy Worobetz

Reminder: If you have specific gardening requests or complaints, please email Council or deposit requests in the gardening box located in the mailroom.

As the days get dryer and warmer, watering of shrubs and lawns would be greatly appreciated.

If you wish to add shrubs to your gardens please check with Council and landscaping first. Some shrubs grow to be very large and then pose problems with removal. Bedding plants do not require permission.

#### **Bylaws:** Doug Pawson

There are a number of renovations underway within the complex. Owners are reminded that contractor vehicles may only be parked in front of a unit to unload supplies or tools. Once this has been completed, the vehicle should be parked at the Clubhouse.

In order to monitor whether Owner vehicles are being parked improperly overnight in visitor spots, Owners will be requested to submit their vehicle licence numbers.

### **CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 1, 5, 7, 15, 22, 24, 29, 32, 33, 36, 40, 51, 52, 69, 78, 80, 84, 88, 90

### OTHER STRATA BUSINESS:

There was no other strata business.

### ADJOURNMENT:

There being no further business, the meeting terminated at 8:40 p.m.

There **will not** be a Council Meeting in August.

The next regular Council Meeting is scheduled for **Wednesday, September 18 @ 7:00pm.**

### REMINDERS:

#### **Water Restrictions**

Owners are reminded of the City of Surrey water restrictions which are as follows:

During Stage 1, any lawn watering, either by sprinkler or by handheld hose, is permitted only two times per week. All hoses must have an automatic shut-off device (spray nozzle). Violations during this phase will result in a \$200 fine.

- Even numbered addresses: Wednesday and Saturday from 4am to 9am
- Odd numbered addresses: Thursday and Sunday from 4am to 9am
- Watering flowers, planters, shrubs, and trees on any day from 4 am to 9 am if using a sprinkler, or any day at any time if using a handheld hose, soaker hose, water container, or drip irrigation

Apartments and townhouses follow the complex address, not the individual unit numbers.

#### **Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:

The Owners, Strata Corporation LMS 133  
c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
Faxes may be sent via Leonis to 604 575 5476.

Residents of Peninsula Village are advised that they can obtain current and archival Minutes of Meetings, Financial Reports, Rules, Bylaws and Insurance for Peninsula Village by visiting the

- Leonis Management Website: [Leonismgmt.com](http://www.leonismgmt.com) (<http://www.leonismgmt.com/>)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS133, held June 12, 2019 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Lucy Worobetz - Vice-President /Landscaping  
Sten Christiansen - Treasurer  
Karen Gulka - Secretary  
Herb Mueller - Maintenance  
Dot Roulson - Landscaping

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Secretary at  
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**REGRETS:** John Riley

**GUESTS:** Debra Spatzner, Strata Agent of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 6:56 p.m.

**MINUTES:**

It was moved by Sten Christiansen, seconded by Lucy Worobetz that the Council Meeting minutes of May 1, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Replacement of East Perimeter Fence:**

Herb Mueller noted that the materials have been ordered through Premium Fence Company and are scheduled to arrive towards the end of July at which time the work will commence.

**Roof Moss Cleaning**

The moss cleaning on the roof should be completed within the next two weeks.

**Curb Brick Replacement**

This project is in progress.

**Driveway / Patio Crack Repair**

Herb Mueller noted that a complimentary on-site crack repair demo will be provided.

**Coach Light Replacement**

The Strata Council has purchased new coach lights and will be arranging for installation.

**TREASURER'S REPORT :**

Following review, it was moved by Herb Mueller, seconded by Karen Gulka, that the April and May 2019 Financial Reports be accepted as presented, carried. Copies of the Financial Reports are attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Heart Attack Defibrillator Unit:**

This item has been tabled and will be addressed at a later date.

**Earthquake Preparation:**

This item has been tabled and will be addressed at a later date.

**Pond Maintenance:**

The Strata Council noted that the pond has been leaking and that the liner needs to be inspected.

The Council would like to bring to the attention of Owners that the bridge over the pond is **unsafe** and should not be used in its current condition. The Council will be obtaining quotes to repair and replace the bridge. Council may also consider removing the bridge.

**Vehicle Washing:**

Surrey By-law No. 16610 prohibits the fouling, obstructing, or impeding the flow of any stream, creek waterway, watercourse, ditch, or storm water drainage system. For more information on the Bylaw visit the following website:

[https://www.surrey.ca/bylawsandcouncillibrary/BYL\\_reg\\_16610.pdf](https://www.surrey.ca/bylawsandcouncillibrary/BYL_reg_16610.pdf)

The City of Surrey recognizes that wastewater from auto washing can be harmful to the environment, the storm water drainage system discharges untreated into local streams and creeks. Please visit the following website for more information on best management practices:

[https://www.surrey.ca/files/09272 BMP Vehicle Washing FINAL.pdf](https://www.surrey.ca/files/09272_BMP_Vehicle_Washing_FINAL.pdf)

**Window Washing:**

Once the ROTban roof treatment has been completed, Strata Council will be contacting Over The Top to schedule window washing and gutter cleaning. We expect this to be scheduled early in July.

**COMMITTEE REPORTS:**

**Maintenance Report:** Herb Mueller

The Strata Council will be arranging to paint the flat roofs.

**Gardening Report:**

There was no gardening report.

Please see the following Reminders for information on the Watering Restrictions.

**Bylaws:**

Several Owners have been observed speeding on the road into the lower level as well as, not observing the Stop sign. Those Owners will be sent letters advising of this situation.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 86, 5, 39, 52, 28, 32, 53, 84, 75, 16, 5, 93, 94, 51, 25, 37, 38, 29, 4, 80, 26, 44, 33, 17, 15, 40, 73, 66, 69, 23, 95, 48, 7, 58, 77, and 58.

**OTHER STRATA BUSINESS:**

There was no other strata business.

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:18 p.m.

The next regular Council Meeting is scheduled for **Wednesday, July 17, 2019 @ 7:00 p.m.**

## **REMINDERS:**

### **Water Restrictions**

Owners are reminded of the City of Surrey water restrictions which are as follows:

During Stage 1, any lawn watering, either by sprinkler or by handheld hose, is permitted only two times per week. All hoses must have an automatic shut-off device (spray nozzle). Violations during this phase will result in a \$200 fine.

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### **Communication Information**

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- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2018 - April 2019

Books = Accrual

	<b>PTD</b>	<b>YTD</b>	<b>YTD</b>	<b>Annual</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	405,368.76	405,367.00	405,367.00
Interest Penalties	24.55	103.19	0.00	0.00
Fines	0.00	50.00	0.00	0.00
Transfer from Contingency Reserve Fund	-8,325.00	3,675.00	0.00	0.00
Interest Income - Operating	146.14	1,623.74	700.00	700.00
Total Operating Revenue	<u>25,626.42</u>	<u>410,820.69</u>	<u>406,067.00</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>25,626.42</b>	<b>410,820.69</b>	<b>406,067.00</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	2,316.36	3,100.00	3,100.00
Gas	71.46	682.79	300.00	300.00
Refuse Pick-up	1,986.08	22,493.15	23,682.00	23,682.00
Total Utilities	<u>2,057.54</u>	<u>25,492.30</u>	<u>27,082.00</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	1,951.74	11,808.50	20,000.00	20,000.00
Roof Maintenance	0.00	9,802.50	20,000.00	20,000.00
Enterphone / Phone Lines	74.12	819.56	500.00	500.00
Supplies	0.00	825.90	500.00	500.00
Total Repairs and Maintenance	<u>2,025.86</u>	<u>23,256.46</u>	<u>41,000.00</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	393.75	13,181.18	7,000.00	7,000.00
Sewers/Drains	0.00	4,989.45	5,000.00	5,000.00
Landscape Maintenance	5,692.05	68,193.15	64,000.00	64,000.00
Landscape Improvements	288.75	19,023.19	18,000.00	18,000.00
Pest Control	318.86	3,798.86	4,000.00	4,000.00
Entrance Gates	0.00	6,308.89	2,000.00	2,000.00
Total Grounds	<u>6,693.41</u>	<u>115,494.72</u>	<u>100,000.00</u>	<u>100,000.00</u>
Administration				
Insurance	7,089.50	70,191.00	69,000.00	69,000.00
Insurance Valuation	0.00	0.00	240.00	240.00
Strata Management - Fees	2,045.40	24,544.80	24,545.00	24,545.00
Depreciation Report/Consulting	0.00	5,145.00	6,000.00	6,000.00
Sundry Items	762.80	4,558.57	3,400.00	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	134,800.00	134,800.00	134,800.00
Total Administration	<u>21,131.03</u>	<u>239,239.37</u>	<u>237,985.00</u>	<u>237,985.00</u>
Projects				
Enterphone Project	-597.45	0.00	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>-597.45</u>	<u>3,675.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>31,310.39</b>	<b>407,157.85</b>	<b>406,067.00</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>-5,683.97</b>	<b>3,662.84</b>	<b>0.00</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= April 2019

Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	12,394.97
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	619,816.07
Total Contingency Reserve Fund	619,816.07
Total Cash	633,711.04
Prepaid Insurance	77,984.50
Accounts Receivable	12,958.72
Total Current Assets	724,654.26
TOTAL ASSETS	724,654.26
LIABILITIES AND EQUITY AND FUND BALANCES	
LIABILITIES	
Current Liabilities	
Accrued Liabilities	918.75
Total Current Liabilities	918.75
TOTAL LIABILITIES	918.75
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	134,800.00
CRF Current Year Interest	8,496.52
CRF Current Year Disbursements	-3,675.00
Total Contingency Reserve Fund	619,816.07
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	3,662.84
Total Retained Earnings	103,919.44
TOTAL EQUITY AND FUND BALANCES	723,735.51
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	724,654.26

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Apr 2019

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>2,316.36</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,316.36</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>611.33</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	71.46	0.00	682.79	Feb 27 - Mar 27 acct# 862749
	<b>Net Change=71.46</b>	<b>71.46</b>	<b>0.00</b>	<b>682.79</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>20,507.07</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,986.08	0.00	22,493.15	April 2019 waste removal
	<b>Net Change=1,986.08</b>	<b>1,986.08</b>	<b>0.00</b>	<b>22,493.15</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>9,856.76</b>	<b>= Beginning Balance =</b>
pen0133	Kymar Gutters Inc. (v0000845)	178.29	0.00	10,035.05	Repairs due to fallen tree
pen0133	Kymar Gutters Inc. (v0000845)	546.00	0.00	10,581.05	Repairs due to fallen tree
pen0133	Kimmel (t0003455)	0.00	5,000.00	5,581.05	Chargeback re water escape Sept 27/18 (ltr sent April 10/19)
pen0133	Canstar Restorations (v0000424)	5,000.00	0.00	10,581.05	Insurance deductible - water escape unit #47
pen0133	Accrue Innovation Fencing inv #1025	630.00	0.00	11,211.05	Accrue Innovation Fencing Inv #1025
pen0133	:Reclass Expense P-39917	183.75	0.00	11,394.80	Installation of wood backing on enterphone
pen0133	:Reclass Expense P-39916	413.70	0.00	11,808.50	Remainder of telephone access upgrade
	<b>Net Change=1,951.74</b>	<b>6,951.74</b>	<b>5,000.00</b>	<b>11,808.50</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>9,802.50</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,802.50</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>745.44</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	37.06	0.00	782.50	Apr 4 - May 3 acct# 2387425829
pen0133	Telus (v0000038)	37.06	0.00	819.56	Apr 3 - May 4 acct# 2387425838
	<b>Net Change=74.12</b>	<b>74.12</b>	<b>0.00</b>	<b>819.56</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>825.90</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>825.90</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>12,787.43</b>	<b>= Beginning Balance =</b>
pen0133	Diamond Shovel Contracting (v0000639)	393.75	0.00	13,181.18	Salting services - Mar 3,7 2019
	<b>Net Change=393.75</b>	<b>393.75</b>	<b>0.00</b>	<b>13,181.18</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>4,989.45</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,989.45</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>62,501.10</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,692.05	0.00	68,193.15	April landscape maintenance
	<b>Net Change=5,692.05</b>	<b>5,692.05</b>	<b>0.00</b>	<b>68,193.15</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>18,734.44</b>	<b>= Beginning Balance =</b>
pen0133	Accrue Vista Landscaping inv #2053487	288.75	0.00	19,023.19	Accrue Vista Landscaping inv #2053487
	<b>Net Change=288.75</b>	<b>288.75</b>	<b>0.00</b>	<b>19,023.19</b>	<b>= Ending Balance =</b>



\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Apr 2019

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>535500</b>	<b>Pest Control</b>			<b>3,480.00</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	318.86	0.00	3,798.86	April pest control
	<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>3,798.86</b>	<b>= Ending Balance =</b>
<b>536000</b>	<b>Entrance Gates</b>			<b>6,308.89</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,308.89</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>63,101.50</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	7,089.50	0.00	70,191.00	Insurance expense
	<b>Net Change=7,089.50</b>	<b>7,089.50</b>	<b>0.00</b>	<b>70,191.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>22,499.40</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	24,544.80	April 2019 strata management fee
	<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>24,544.80</b>	<b>= Ending Balance =</b>
<b>556500</b>	<b>Depreciation Report/Consulting</b>			<b>5,145.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,145.00</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>3,795.77</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	564.55	0.00	4,360.32	Photocopies, faxes, mailings
pen0133	Leonis Management & Consultants Ltd. (v0000005)	173.25	0.00	4,533.57	Annual trust review/audit and file storage fees
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	4,558.57	Bank Service Charge
	<b>Net Change=762.80</b>	<b>762.80</b>	<b>0.00</b>	<b>4,558.57</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>123,566.67</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	134,800.00	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>134,800.00</b>	<b>= Ending Balance =</b>
<b>804100</b>	<b>Enterphone Project</b>			<b>597.45</b>	<b>= Beginning Balance =</b>
pen0133	:Reclass Expense P-39917	0.00	183.75	413.70	Installation of wood backing on enterphone
pen0133	:Reclass Expense P-39916	0.00	413.70	0.00	Remainder of telephone access upgrade
	<b>Net Change=-597.45</b>	<b>0.00</b>	<b>597.45</b>	<b>0.00</b>	<b>= Ending Balance =</b>
<b>807000</b>	<b>Clubhouse / Amenity Project</b>			<b>3,675.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
		<b>36,907.84</b>	<b>5,597.45</b>		

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2019 - May 2019

Books = Accrual

	MTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	33,780.73	33,780.58	405,367.00
Interest Penalties	27.74	27.74	0.00	0.00
Transfer from Contingency Reserve Fund	150,000.00	150,000.00	0.00	0.00
Interest Income - Operating	81.16	81.16	58.33	700.00
Total Operating Revenue	<u>183,889.63</u>	<u>183,889.63</u>	<u>33,838.91</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>183,889.63</b>	<b>183,889.63</b>	<b>33,838.91</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	469.18	469.18	208.33	2,500.00
Gas	43.35	43.35	41.67	500.00
Refuse Pick-up	<u>1,986.08</u>	<u>1,986.08</u>	<u>1,973.50</u>	<u>23,682.00</u>
Total Utilities	2,498.61	2,498.61	2,223.50	26,682.00
Repairs & Maintenance				
Repairs & Maintenance - General	8,084.18	8,084.18	1,666.67	20,000.00
Roof Maintenance	0.00	0.00	1,250.00	15,000.00
Enterphone / Phone Lines	74.12	74.12	41.67	500.00
Supplies	<u>441.90</u>	<u>441.90</u>	<u>8.33</u>	<u>100.00</u>
Total Repairs and Maintenance	8,600.20	8,600.20	2,966.67	35,600.00
Grounds				
Roadways/Walkways	0.00	0.00	583.33	7,000.00
Sewers/Drains	1,039.92	1,039.92	83.33	1,000.00
Landscape Maintenance	5,692.05	5,692.05	5,833.33	70,000.00
Landscape Improvements	1,119.95	1,119.95	1,250.00	15,000.00
Pest Control	318.86	318.86	333.33	4,000.00
Entrance Gates	<u>0.00</u>	<u>0.00</u>	<u>166.67</u>	<u>2,000.00</u>
Total Grounds	8,170.78	8,170.78	8,249.99	99,000.00
Administration				
Insurance	7,089.50	7,089.50	7,089.50	85,074.00
Insurance Valuation	0.00	0.00	20.00	240.00
Strata Management - Fees	2,094.75	2,094.75	2,094.75	25,137.00
Sundry Items	166.81	166.81	333.33	4,000.00
Transfer to Contingency Reserve Fund	<u>10,861.13</u>	<u>10,861.13</u>	<u>10,861.17</u>	<u>130,334.00</u>
Total Administration	20,212.19	20,212.19	20,398.75	244,785.00
Projects				
Fence Project	<u>25,780.00</u>	<u>25,780.00</u>	<u>0.00</u>	<u>0.00</u>
Total Projects	25,780.00	25,780.00	0.00	0.00
<b>TOTAL DISBURSEMENTS</b>	<b>65,261.78</b>	<b>65,261.78</b>	<b>33,838.91</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b><u>118,627.85</u></b>	<b><u>118,627.85</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= May 2019

Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	146,387.85
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	481,644.51
Total Contingency Reserve Fund	481,644.51
Total Cash	629,532.36
Prepaid Insurance	70,895.00
Accounts Receivable	4,125.00
Total Current Assets	704,552.36
TOTAL ASSETS	704,552.36
LIABILITIES AND EQUITY AND FUND BALANCES	
LIABILITIES	
Current Liabilities	
Strata Fees Received in Advance	360.56
Total Current Liabilities	360.56
TOTAL LIABILITIES	360.56
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	619,816.07
CRF Current Year Contributions	10,861.13
CRF Current Year Interest	967.31
CRF Current Year Disbursements	-150,000.00
Total Contingency Reserve Fund	481,644.51
Retained Earnings	
Retained Earnings - Opening Balance	103,919.44
Current Earnings	118,627.85
Total Retained Earnings	222,547.29
TOTAL EQUITY AND FUND BALANCES	704,191.80
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	704,552.36

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = May 2019

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>		<b>Electricity</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	BC Hydro (v0000004)	424.68	0.00	424.68	Feb 28 - Apr 30 acct# 1875644
pen0133	05-2019	BC Hydro (v0000004)	44.50	0.00	469.18	Feb 28 - Apr 30 acct# 5216081
		<b>Net Change=469.18</b>	<b>469.18</b>	<b>0.00</b>	<b>469.18</b>	<b>= Ending Balance =</b>
<b>501500</b>		<b>Gas</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	FortisBC - Natural Gas (v0000003)	43.35	0.00	43.35	Mar 27 - Apr 26 acct# 862749
		<b>Net Change=43.35</b>	<b>43.35</b>	<b>0.00</b>	<b>43.35</b>	<b>= Ending Balance =</b>
<b>503000</b>		<b>Refuse Pick-up</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	AJM Disposal Services Ltd. (v0000141)	1,986.08	0.00	1,986.08	May 2019 refuse removal
		<b>Net Change=1,986.08</b>	<b>1,986.08</b>	<b>0.00</b>	<b>1,986.08</b>	<b>= Ending Balance =</b>
<b>510000</b>		<b>Repairs and Maintenance - General</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Herb Mueller (v0001180)	857.03	0.00	857.03	Reimbursement-40 coach lights for complex
pen0133	05-2019	Rotban Ultra Cleaning Corp (v0002496)	5,145.00	0.00	6,002.03	10% deposit on moss removal treatment
pen0133	05-2019	Jim Giffen (v0001820)	550.00	0.00	6,552.03	Power washing and general work
pen0133	05-2019	BROCO Glass- White Rock 3309 (v0000727)	1,467.20	0.00	8,019.23	Framed window unit 36 and patio door wheels unit 10
pen0133	05-2019	Sten Christiansen (v0000870)	64.95	0.00	8,084.18	Petty cash - gate repairs and mailbox locks
		<b>Net Change=8,084.18</b>	<b>8,084.18</b>	<b>0.00</b>	<b>8,084.18</b>	<b>= Ending Balance =</b>
<b>513000</b>		<b>Enterphone / Phone Lines</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Telus (v0000038)	37.06	0.00	37.06	May 4 - June 3 acct# 2387425829
pen0133	05-2019	Telus (v0000038)	37.06	0.00	74.12	May 4 - June 3 acct# 2387425838
		<b>Net Change=74.12</b>	<b>74.12</b>	<b>0.00</b>	<b>74.12</b>	<b>= Ending Balance =</b>
<b>521000</b>		<b>Supplies</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Sten Christiansen (v0000870)	441.90	0.00	441.90	Petty cash - supplies
		<b>Net Change=441.90</b>	<b>441.90</b>	<b>0.00</b>	<b>441.90</b>	<b>= Ending Balance =</b>
<b>532500</b>		<b>Sewers/Drains</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Edenflo Pump Truck Services Ltd. (v0000922)	1,039.92	0.00	1,039.92	Holding tank and storm waste removal
		<b>Net Change=1,039.92</b>	<b>1,039.92</b>	<b>0.00</b>	<b>1,039.92</b>	<b>= Ending Balance =</b>
<b>533000</b>		<b>Landscape Maintenance</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Vista Landscape Services Ltd. (v0000064)	5,692.05	0.00	5,692.05	May landscape services
		<b>Net Change=5,692.05</b>	<b>5,692.05</b>	<b>0.00</b>	<b>5,692.05</b>	<b>= Ending Balance =</b>
<b>533500</b>		<b>Landscape Improvements</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Vista Landscape Services Ltd. (v0000064)	288.75	0.00	288.75	May 1 soil delivered 5 cubic yards
pen0133	05-2019	Sten Christiansen (v0000870)	831.20	0.00	1,119.95	Petty cash - plants/flowers for landscaping
		<b>Net Change=1,119.95</b>	<b>1,119.95</b>	<b>0.00</b>	<b>1,119.95</b>	<b>= Ending Balance =</b>
<b>535500</b>		<b>Pest Control</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Ahell Pest Control Inc. (v0000344)	318.86	0.00	318.86	May 2019 pest control
		<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>318.86</b>	<b>= Ending Balance =</b>
<b>550500</b>		<b>Insurance</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	:PostRecurring Insurance expense	7,089.50	0.00	7,089.50	Insurance expense
		<b>Net Change=7,089.50</b>	<b>7,089.50</b>	<b>0.00</b>	<b>7,089.50</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = May 2019

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
<b>552000</b>		<b>Strata Management - Fees</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Leonis Management & Consultants Ltd. (v0000005)	2,094.75	0.00	2,094.75	May 2019 strata management fee
		<b>Net Change=2,094.75</b>	<b>2,094.75</b>	<b>0.00</b>	<b>2,094.75</b>	<b>= Ending Balance =</b>
<b>559000</b>		<b>Sundry Items</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Courtney (t0003500)	0.01	0.00	0.01	:Quick Cleanup
pen0133	05-2019	Leonis Management & Consultants Ltd. (v0000005)	141.80	0.00	141.81	Photocopies, faxes, mailings
pen0133	05-2019	:PostRecurring Bank Service Charge	25.00	0.00	166.81	Bank Service Charge
		<b>Net Change=166.81</b>	<b>166.81</b>	<b>0.00</b>	<b>166.81</b>	<b>= Ending Balance =</b>
<b>561000</b>		<b>Transfer to Contingency Reserve Fund</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	:PostRecurring Monthly CRF contribution	10,861.13	0.00	10,861.13	Monthly CRF contribution
		<b>Net Change=10,861.13</b>	<b>10,861.13</b>	<b>0.00</b>	<b>10,861.13</b>	<b>= Ending Balance =</b>
<b>803000</b>		<b>Fence Project</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2019	Premium Fence Company (v0000770)	25,780.00	0.00	25,780.00	Deposit for fence contract
		<b>Net Change=25,780.00</b>	<b>25,780.00</b>	<b>0.00</b>	<b>25,780.00</b>	<b>= Ending Balance =</b>
			<b>65,261.78</b>	<b>0.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS133, held May 1, 2019 at the Clubhouse.**

**PRESENT:**

Doug Pawson	- President
Lucy Worobetz	- Vice-President /Landscaping
Sten Christiansen	- Treasurer
Karen Gulka	- Secretary
John Riley	- Maintenance
Herb Mueller	- Maintenance
Dot Roulson	- Landscaping

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**GUESTS:** Debra Spatzner, Strata Agent of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**COUNCIL POSITIONS:**

The Strata Council positions for the 2019-2020 fiscal year were appointed as noted above.

**MINUTES:**

It was moved by Lucy Worobetz, seconded by Sten Christiansen, that the Council Meeting minutes of March 20, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Depreciation Report - Draft:**

Council has advised that the revised draft of the Depreciation Report update is pending.

**Annual General Meeting:**

Council reviewed the meeting and the results of the resolutions.

**TREASURER'S REPORT :**

The Council President noted that the March 2019 financial report was adopted at the Annual General Meeting. The March report is attached to these minutes.

**NEW BUSINESS**

**Replacement of East Perimeter Fence:**

Herb Mueller will contact Premium Fence Company to request they order the required materials. Herb noted that it will take approximately eight weeks for the materials to arrive. The Council will be contacting the neighbours in an attempt to share the cost of the fence.

**Roof Moss Cleaning**

The Strata Agent was directed to pay the 10% + GST deposit in the amount of \$5,145.00 to ROTban Ultra Cleaning in order to initiate the cleaning of the moss on the roof.

**Curb Brick Replacement**

The Strata Council discussed the replacement options of stamped concrete vs brick. The Council agreed unanimously to proceed with replacing the existing brick with new brick. Herb Mueller will be contacting the contractors to revisit the quotes.

### Driveway / Patio Crack Repair

The Strata Council will be conducting a walk-through of the property in mid-June to make note of any deficiencies to driveways and patios.

### Coach Light Replacement

The Strata Council will be purchasing coach lights from Home Depot in the amount of \$18.98 + tax per unit. Once the lights are on-site the Council will hire an electrician to install them at all Units.

### Hearing - Patio Extension

Owners attended the meeting to request to extend their patio. The Council unanimously approved the extension. The Strata Agent was directed to send an approval letter to the Owner.

### COMMITTEE REPORTS:

#### Maintenance Report: Herb Mueller

Work was undertaken to finalize the specifics of the Resolution projects prior to the AGM.

#### Gardening Report: Lucy Worobetz reported the following:

Planted 3 new shrubs behind unit 2.

Replaced 2 shrubs at unit 8.

Planted 4 new shrubs between units 85 and 86.

Fertilized new cedar hedging at 24<sup>th</sup> Avenue.

Fertilized and topped new yews at unit 69.

Reseeded back of units 82 and 83.

Remediated lawns between units 53 and 54 and the back of unit 55.

Spread bark mulch around complex perimeter. **The Council thanks Audrey for her help with this.**

Supplied 10 yards of top soil to owners.

**The Council extends thanks to all those who have volunteered around the complex. Your help is greatly appreciated!**

#### Bylaws: - Doug Pawson

Owners are reminded that any visitor vehicle parked overnight must display a unit number tag placed on the dash with the unit number clearly displayed.

Those owners having a visitor, whose vehicle will be parked for longer than 72 hours, will need to have a Visitor Parking Pass form completed and submitted to Council. Blank forms are located in the Mail Room of the Clubhouse.

### CORRESPONDENCE:

The Strata Council received and reviewed correspondence from the Owners of units: 7, 26, 36, 38, 39, 44, 58, 62, 72, 77, 84.

### OTHER STRATA BUSINESS:

The Strata Council plans to hold an information meeting on earthquake safety and preparedness in the near future. The Council is also looking into purchasing a defibrillator to be kept in the Clubhouse for owners use in an emergency. Owners will be notified once a meeting date has been set.





**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2018 - March 2019

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	371,588.03	371,586.38	405,367.00
Interest Penalties	24.28	78.64	0.00	0.00
Fines	0.00	50.00	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	172.31	1,477.60	641.63	700.00
Total Operating Revenue	<u>33,977.32</u>	<u>385,194.27</u>	<u>372,228.01</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>33,977.32</b>	<b>385,194.27</b>	<b>372,228.01</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	559.68	2,316.36	2,841.63	3,100.00
Gas	86.72	611.33	275.00	300.00
Refuse Pick-up	1,986.08	20,507.07	21,708.50	23,682.00
Total Utilities	<u>2,632.48</u>	<u>23,434.76</u>	<u>24,825.13</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	0.00	9,856.76	18,333.37	20,000.00
Roof Maintenance	0.00	9,802.50	18,333.37	20,000.00
Enterphone / Phone Lines	74.12	745.44	458.37	500.00
Supplies	0.00	825.90	458.37	500.00
Total Repairs and Maintenance	<u>74.12</u>	<u>21,230.60</u>	<u>37,583.48</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	4,016.25	12,787.43	6,416.63	7,000.00
Sewers/Drains	0.00	4,989.45	4,583.37	5,000.00
Landscape Maintenance	5,692.05	62,501.10	58,666.63	64,000.00
Landscape Improvements	0.00	18,734.44	16,500.00	18,000.00
Pest Control	318.86	3,480.00	3,666.63	4,000.00
Entrance Gates	0.00	6,308.89	1,833.37	2,000.00
Total Grounds	<u>10,027.16</u>	<u>108,801.31</u>	<u>91,666.63</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	63,101.50	63,250.00	69,000.00
Insurance Valuation	0.00	0.00	220.00	240.00
Strata Management - Fees	2,045.40	22,499.40	22,499.62	24,545.00
Depreciation Report/Consulting	0.00	5,145.00	5,500.00	6,000.00
Sundry Items	82.98	3,795.77	3,116.63	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	123,566.67	123,566.63	134,800.00
Total Administration	<u>19,098.21</u>	<u>218,108.34</u>	<u>218,152.88</u>	<u>237,985.00</u>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>0.00</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>31,831.97</b>	<b>375,847.46</b>	<b>372,228.12</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>2,145.35</b>	<b>9,346.81</b>	<b>-0.11</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= March 2019

Book= Accrual

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<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	15,816.36
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	599,398.91
Total Contingency Reserve Fund	599,398.91
Total Cash	616,715.27
Prepaid Insurance	85,074.00
Accounts Receivable	7,573.61
Total Current Assets	709,362.88
<b>TOTAL ASSETS</b>	<b>709,362.88</b>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Strata Fees Received in Advance	360.56
Total Current Liabilities	360.56
<b>TOTAL LIABILITIES</b>	<b>360.56</b>
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	123,566.67
CRF Current Year Interest	7,637.69
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	599,398.91
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	9,346.81
Total Retained Earnings	109,603.41
<b>TOTAL EQUITY AND FUND BALANCES</b>	<b>709,002.32</b>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<b>709,362.88</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Mar 2019

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>1,756.68</b>	<b>= Beginning Balance =</b>
pen0133	BC Hydro (v0000004)	63.29	0.00	1,819.97	Dec 29 - Feb 27 acct# 5216081
pen0133	BC Hydro (v0000004)	496.39	0.00	2,316.36	Dec 29/18-Feb 27/19 acct# 1875644
	<b>Net Change=559.68</b>	<b>559.68</b>	<b>0.00</b>	<b>2,316.36</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>524.61</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	86.72	0.00	611.33	Jan 28 - Feb 27 acct# 862749
	<b>Net Change=86.72</b>	<b>86.72</b>	<b>0.00</b>	<b>611.33</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>18,520.99</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,986.08	0.00	20,507.07	March 2019 refuse
	<b>Net Change=1,986.08</b>	<b>1,986.08</b>	<b>0.00</b>	<b>20,507.07</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>9,856.76</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,856.76</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>9,802.50</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,802.50</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>671.32</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	37.06	0.00	708.38	Mar 4 - Apr 3 acct# 2387425838
pen0133	Telus (v0000038)	37.06	0.00	745.44	Mar 4 - Apr 3 acct # 2387425829
	<b>Net Change=74.12</b>	<b>74.12</b>	<b>0.00</b>	<b>745.44</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>825.90</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>825.90</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>8,771.18</b>	<b>= Beginning Balance =</b>
pen0133	Diamond Shovel Contracting (v0000639)	4,016.25	0.00	12,787.43	Salting/plowing services Feb 3-25 2019
	<b>Net Change=4,016.25</b>	<b>4,016.25</b>	<b>0.00</b>	<b>12,787.43</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>4,989.45</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,989.45</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>56,809.05</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,692.05	0.00	62,501.10	March 2018 landscaping
	<b>Net Change=5,692.05</b>	<b>5,692.05</b>	<b>0.00</b>	<b>62,501.10</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>18,734.44</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,734.44</b>	<b>= Ending Balance =</b>

\* Amounts In cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Mar 2019

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>535500</b>	<b>Pest Control</b>			<b>3,161.14 = Beginning Balance =</b>	
pen0133	Abell Pest Control Inc. (v0000344)	318.86	0.00	3,480.00	March 2019 pest control
	<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>3,480.00 = Ending Balance =</b>	
<b>536000</b>	<b>Entrance Gates</b>			<b>6,308.89 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,308.89 = Ending Balance =</b>	
<b>550500</b>	<b>Insurance</b>			<b>57,365.00 = Beginning Balance =</b>	
pen0133	:PostRecurring Insurance expense	5,736.50	0.00	63,101.50	Insurance expense
	<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>63,101.50 = Ending Balance =</b>	
<b>552000</b>	<b>Strata Management - Fees</b>			<b>20,454.00 = Beginning Balance =</b>	
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	22,499.40	March 2019 strata management fee
	<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>22,499.40 = Ending Balance =</b>	
<b>556500</b>	<b>Depreciation Report/Consulting</b>			<b>5,145.00 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,145.00 = Ending Balance =</b>	
<b>559000</b>	<b>Sundry Items</b>			<b>3,712.79 = Beginning Balance =</b>	
pen0133	Leonis Management & Consultants Ltd. (v0000005)	57.98	0.00	3,770.77	Photocopies, faxes, mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	3,795.77	Bank Service Charge
	<b>Net Change=82.98</b>	<b>82.98</b>	<b>0.00</b>	<b>3,795.77 = Ending Balance =</b>	
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>112,333.34 = Beginning Balance =</b>	
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	123,566.67	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>123,566.67 = Ending Balance =</b>	
<b>804100</b>	<b>Enterphone Project</b>			<b>597.45 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45 = Ending Balance =</b>	
<b>807000</b>	<b>Clubhouse / Amenity Project</b>			<b>3,675.00 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00 = Ending Balance =</b>	
		<b>31,831.97</b>	<b>0.00</b>		

**LEONIS MANAGEMENT & CONSULTANTS LTD.**

**M E M O R A N D U M**

**TO:** Peninsula Village, C/M File  
**FROM:** Courtney Backus  
**DATE:** May 14, 2019  
**RE:** Council Meeting Minutes Postponed

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Please be advised that to the best of our knowledge, the Council Meeting scheduled for April 10th was cancelled and will be rescheduled at a later date in the month of May.

**MINUTES OF THE ANNUAL GENERAL MEETING OF PENINSULA VILLAGE, STRATA CORPORATION LMS 133 held Wednesday, April 17, 2019 in the Recreation Centre.**

Council President, Doug Pawson, called the meeting to order at 7:00 p.m. He welcomed the Owners, and introduced and thanked the members of the outgoing Strata Council.

Guests: John Lehman and Debra Spatzner of Leonis Management & Consultants Ltd.

A quorum of sixty-two (62) Owners present, either in person or by proxy, was confirmed.

Proof of Notice of Meeting was filed.

**MINUTES:**

It was moved by Audrey Newton, seconded by Beverly Sendal, that the Minutes of the Annual General Meeting held April 25, 2018 be accepted as circulated, carried.

It was moved by Marcia Pieper, seconded by James Giffen, that the Minutes of the Special General Meeting held December 5, 2018 be accepted as circulated, carried.

**REPORTS OF COMMITTEES:**

Reports provided by the Gardening and Maintenance Committees, and Council President are attached to these minutes.

**REPORT ON CURRENT INSURANCE COVERAGE:**

The Strata Agent reviewed the current Summary of Insurance Coverage as circulated with Notice of Meeting. He reviewed the main coverages of the Strata Corporation as well as the applicable deductibles in the event of claim.

Owners are advised that all buildings are insured for their replacement value. It is confirmed that in addition to all property cover including fire, theft, vandalism, impact by vehicles etc., the Strata Corporation also carries earthquake coverage, water damage and sewer backup coverage, flood coverage, third party general liability coverage, volunteer accident insurance plan, glass breakage insurance, and pollution and remediation coverage.

Buildings are essentially insured, both inside and out, including all original fixtures and fittings supplied and installed at original time of construction and offering for sale by the developer. Owners are advised that they should insure on their personal policies: firstly, all of those items that belong to Owners personally that they bring into their homes i.e. clothing, artwork, jewellery, furnishings, electronics, etc. Secondly, Owners are advised that they should insure on their personal policies any betterments or improvements that have been made to the strata lot over and above original construction, i.e., flooring upgrades, feature walls, any exterior upgrades such as solarium or awnings. Lastly, Owners should have coverage for any deductible chargeback by the Strata Corporation to them personally in the event of claim.

Owners are advised that copies of the insurance policies are on file with the Strata Council, Leonis Management and the insurance brokers, Hub International Barton Insurance. If any

Owner has a question with regard to insurance, they are kindly reminded to forward their question or concern in writing to the Strata Corporation and it will be responded to.

### **FINANCIAL REPORT:**

It was confirmed that a copy of the Financial Report up to March 31, 2019 was distributed at the meeting.

The fiscal year-end statement of April 30, 2019 will be circulated to Owners with the minutes of the next Council meeting.

### **PROPOSED OPERATING AND CONTINGENCY BUDGET:**

The Strata Agent confirmed that a copy of the Proposed Operating and Contingency Budget was circulated to Owners with Notice of Meeting for their review. It was confirmed that the Strata Council had approved the Proposed Operating and Contingency Budget subject to the approval of the Owners at the Annual General Meeting.

It was moved by Lucille Worobetz, seconded by Audrey Newton, that the Proposed Operating and Contingency Budget for 2019/2020 be accepted as circulated. Following review and discussion, the vote was called:

62 in Favour, 0 Opposed, 0 abstained.

Motion carried.

Copy of the approved budget and strata fee schedule is attached to these Minutes for owners information.

Owners are advised that if they pay maintenance fees by monthly or postdated cheque they may continue to do so. Postdated cheques to and including April 1<sup>st</sup>, 2020 would be appreciated. Please make cheques payable to "The Owners, Strata Plan LMS 133" and forward to Leonis Management on or before due dates.

### **MAJORITY VOTE "A" – CRF WITHDRAWAL – EAST PERIMETER FENCING:**

"Be it resolved by a Majority vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$65,000.00 (sixty-five thousand dollars) be expended from the Contingency Reserve Fund for the purpose of replacing the East perimeter fence with a 6-foot vinyl fence."

It was moved by Sian Osborne, seconded by Beverly Sendal that the Owners approve Majority Vote #A. On a show of voting cards, the results were:

53 in Favour, 9 Opposed, 0 abstained.

Motion carried.

**MAJORITY VOTE "B" – CRF WITHDRAWAL – ROOF MOSS CLEANING**

"Be it resolved by a Majority vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$56,000 (fifty-six thousand dollars) be expended from the Contingency Reserve Fund for the purpose of the removal and maintenance of roof moss from designated affected areas."

It was moved by Chris Roulson, seconded by Audrey Newton that the Owners approve Majority Vote #B. On a show of voting cards, the results were:

62 in Favour, 0 Opposed, 0 abstained.

Motion carried.

**MAJORITY VOTE "C" – CRF WITHDRAWAL – CURB BRICKS REPLACEMENT**

"Be it resolved by a Majority vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$15,000 (fifteen thousand dollars) be expended from the Contingency Reserve Fund for the purpose of replacing the parking apron/driveway curb bricks with stamped concrete or bricks throughout the complex."

It was moved by Karen Gulka, seconded by John Riley that the Owners approve Majority Vote #C. On a show of voting cards, the results were:

62 in Favour, 1 Opposed, 0 abstained.

Motion carried.

**MAJORITY VOTE "D" – CRF WITHDRAWAL – DRIVEWAY/PATIO CRACK REPAIR**

"Be it resolved by a Majority vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$11,000 (eleven thousand dollars) be expended from the Contingency Reserve Fund for the purpose of repairing driveway apron and patio cracks throughout the complex."

It was moved by John Riley, seconded by Marcia Pieper that the Owners approve Majority Vote #D. On a show of voting cards, the results were:

62 in Favour, 0 Opposed, 0 abstained.

Motion carried.

**¾ VOTE "E" – CRF WITHDRAWAL – COACH LIGHT REPLACEMENT**

"Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$3,000 (three thousand dollars) be expended from the Contingency Reserve Fund for the purpose of replacing the remaining old original rear unit Coach lights."



It was moved by Andrew Redberger, seconded by Beverly Sendal that the Owners approve  $\frac{3}{4}$  Vote #E. On a show of voting cards, the results were:

59 in Favour, 0 Opposed, 3 abstained.

Resolution carried.

### **ELECTION OF A STRATA COUNCIL:**

It was confirmed that as of the adjournment of each Annual General Meeting, the current Strata Council is deemed to resign or retire. Members of the current Strata Council can let their name stand for nomination and election to the incoming Council. It was confirmed that the Strata Council consists of a minimum of three (3) members and a maximum of seven (7) members in accordance with the *Strata Property Act*. Those Owners nominated or volunteering for election to Council and accepting their nomination were:

Doug Pawson	-	Unit #31
Lucy Worobetz	-	Unit #73
Dot Roulson	-	Unit #75
Sten Christiansen	-	Unit #71
John Riley	-	Unit #86
Herb Mueller	-	Unit #37
Karen Gulka	-	Unit #38

Following three times asking, there being no further nominations, nominations were declared closed.

A vote was called and the nominated Owners were elected by majority vote of the Owners.

It was confirmed that the Strata Council elect will determine the Officers prior to, or at, the next Council meeting.

There being no further business, the meeting adjourned at 8:19 p.m.

#### **COMMUNICATION INFORMATION:**

**Owners of Peninsula Village are reminded that unless emergent, all communication with your Strata Council must be in writing and forwarded directly Leonis Management & Consultants Ltd.**

**If an Owner has an emergency (police, fire, medical) call emergency services 911 immediately and subsequently report to the Strata Council or Leonis Management as needed.**

Emergencies concerning strata lots or common property require the Owner to immediately contact a Council Member who will in turn make contact with a representative of Leonis Management or if you cannot reach a Member of Council immediately, you may call Leonis Management's emergency pager at 604-601-7719.

Leonis Management & Consultants Ltd.  
#108 – 5455 – 152<sup>nd</sup> Street  
Surrey, BC V3S 5A5

Tel: 604-575-5474  
Fax: 604-575-5476  
E-mail: [admin@leonismgmt.com](mailto:admin@leonismgmt.com)

**PENINSULA VILLAGE, STRATA PLAN LMS 133**  
**ESTIMATED ANNUAL OPERATING AND CONTINGENCY BUDGET**  
**FOR THE PERIOD MAY 1, 2019 TO APRIL 30, 2020**

Individual monthly strata fees are based on the estimated costs listed below:

		<u>2019/2020</u> <u>Approved</u> <u>Budget</u>
<b>UTILITIES:</b>	Electricity for Common Areas	\$ 2,500.00
	Gas for Recreation Centre Fireplace	500.00
<b>INSURANCE:</b>		85,074.00
<b>INSURANCE VALUATION APPRAISAL PROGRAM:</b> (Year 1 of 3)		240.00
<b>DEPRECIATION REPORT (Year 1 of 3)/CONSULTING :</b>		-
<b>MAINTENANCE &amp; REPAIRS:</b>		
	- Supplies	100.00
	- Roadways (Incl. Pavement Repairs)	7,000.00
	- Landscape Maintenance Contract	70,000.00
	- Landscape Improvements (Incl. Tree Maintenance)	15,000.00
	- Entrance Gates	2,000.00
	- Enterphone	500.00
	- Pest Control	4,000.00
	- Repairs and Maintenance - General	20,000.00
	- Sewers/Drains	1,000.00
	- Roof Maintenance, Eaves, etc.	15,000.00
<b>STRATA CORPORATION ADMINISTRATION - AGENTS FEES:</b>		25,137.00
<b>REFUSE PICK-UP:</b> (Including Recycling Service)		23,682.00
<b>SUNDRY ITEMS:</b>		4,000.00
<b>TOTAL OPERATING BUDGET:</b>		<b>\$ 275,733.00</b>
<b>LESS OPERATING INCOME:</b>		
	Interest Income	(700.00)
<b>NET OPERATING BUDGET:</b>		<b>\$ 275,033.00</b>
<b>CONTINGENCY ALLOCATIONS:</b>		
	- Contingency Reserve Fund	130,334.00
<b>TOTAL OWNERS STRATA FEES:</b>		<b>\$ 405,367.00</b>
<b>TOTAL BUDGET:</b>		<b>\$ 405,367.00</b>

**Effective May 1, 2019**

**PENINSULA VILLAGE, STRATA PLAN LMS 133**  
**SCHEDULE OF OWNERS MONTHLY STRATA FEES**

**MAY 1, 2019 TO APRIL 30, 2020**

<b>UNIT NO.</b>	<b>S.L. NO.</b>	<b>UNIT ENTITLEMENT</b>	<b>CURRENT STRATA FEE</b>	<b>MONTHLY OPERATING FUND FEE</b>	<b>MONTHLY CONTINGENCY ALLOCATION FUND FEE</b>	<b>TOTAL MONTHLY STRATA FEE</b>
1	1	152	\$ 340.41	\$ 230.96	\$ 109.45	\$ 340.41
2	2	155	347.12	235.52	111.61	347.13
3	3	155	347.12	235.52	111.61	347.13
4	4	152	340.41	230.96	109.45	340.41
5	5	152	340.41	230.96	109.45	340.41
6	6	155	347.12	235.52	111.61	347.13
7	7	155	347.12	235.52	111.61	347.13
8	8	152	340.41	230.96	109.45	340.41
9	9	152	340.41	230.96	109.45	340.41
10	10	155	347.12	235.52	111.61	347.13
11	11	155	347.12	235.52	111.61	347.13
12	12	152	340.41	230.96	109.45	340.41
13	13	152	340.41	230.96	109.45	340.41
14	14	175	391.92	265.90	126.01	391.91
15	15	151	338.17	229.44	108.73	338.17
16	16	151	338.17	229.44	108.73	338.17
17	17	175	391.92	265.90	126.01	391.91
18	18	152	340.41	230.96	109.45	340.41
19	19	152	340.41	230.96	109.45	340.41
20	20	175	391.92	265.90	126.01	391.91
21	21	152	340.41	230.96	109.45	340.41
22	22	152	340.41	230.96	109.45	340.41
23	23	155	347.12	235.52	111.61	347.13
24	24	155	347.12	235.52	111.61	347.13
25	25	152	340.41	230.96	109.45	340.41
26	32	159	356.08	241.59	114.49	356.08
27	33	176	394.15	267.42	126.73	394.15
28	34	152	340.41	230.96	109.45	340.41
29	29	152	340.41	230.96	109.45	340.41
30	30	175	391.92	265.90	126.01	391.91
31	31	152	340.41	230.96	109.45	340.41

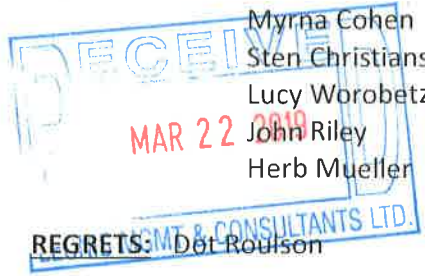
UNIT NO.	S.L. NO.	UNIT ENTITLEMENT	CURRENT STRATA FEE	MONTHLY OPERATING FUND FEE	MONTHLY CONTINGENCY ALLOCATION FUND FEE	TOTAL MONTHLY STRATA FEE
32	28	151	\$ 338.17	\$ 229.44	\$ 108.73	\$ 338.17
33	27	175	391.92	265.90	126.01	391.91
34	26	152	340.41	230.96	109.45	340.41
35	35	158	353.84	240.07	113.77	353.84
36	36	163	365.04	247.67	117.37	365.04
37	37	163	365.04	247.67	117.37	365.04
38	38	158	353.84	240.07	113.77	353.84
39	39	159	356.08	241.59	114.49	356.08
40	40	176	394.15	267.42	126.73	394.15
41	41	157	351.60	238.55	113.05	351.60
42	42	156	349.36	237.03	112.33	349.36
43	43	161	360.56	244.63	115.93	360.56
44	44	161	360.56	244.63	115.93	360.56
45	45	156	349.36	237.03	112.33	349.36
46	50	156	349.36	237.03	112.33	349.36
47	51	161	360.56	244.63	115.93	360.56
48	52	161	360.56	244.63	115.93	360.56
49	53	156	349.36	237.03	112.33	349.36
50	46	158	353.84	240.07	113.77	353.84
51	47	161	360.56	244.63	115.93	360.56
52	48	161	360.56	244.63	115.93	360.56
53	49	158	353.84	240.07	113.77	353.84
54	54	158	353.84	240.07	113.77	353.84
55	55	161	360.56	244.63	115.93	360.56
56	56	161	360.56	244.63	115.93	360.56
57	57	156	349.36	237.03	112.33	349.36
58	58	157	351.60	238.55	113.05	351.60
59	59	173	387.43	262.87	124.57	387.44
60	60	156	349.36	237.03	112.33	349.36
61	61	156	349.36	237.03	112.33	349.36
62	62	161	360.56	244.63	115.93	360.56
63	63	161	360.56	244.63	115.93	360.56
64	64	156	349.36	237.03	112.33	349.36

UNIT NO.	S.L. NO.	UNIT ENTITLEMENT	CURRENT STRATA FEE	MONTHLY OPERATING FUND FEE	MONTHLY CONTINGENCY ALLOCATION FUND FEE	TOTAL MONTHLY STRATA FEE
65	65	159	\$ 356.08	\$ 241.59	\$ 114.49	\$ 356.08
66	66	161	360.56	244.63	115.93	360.56
67	67	161	360.56	244.63	115.93	360.56
68	68	158	353.84	240.07	113.77	353.84
69	69	156	349.36	237.03	112.33	349.36
70	70	174	389.68	264.38	125.29	389.67
71	71	156	349.36	237.03	112.33	349.36
72	72	159	356.08	241.59	114.49	356.08
73	73	161	360.56	244.63	115.93	360.56
74	74	160	358.32	243.11	115.21	358.32
75	75	158	353.84	240.07	113.77	353.84
76	76	159	356.08	241.59	114.49	356.08
77	77	162	362.80	246.15	116.65	362.80
78	78	162	362.80	246.15	116.65	362.80
79	79	156	349.37	237.03	112.33	349.36
80	84	156	349.36	237.03	112.33	349.36
81	85	161	360.56	244.63	115.93	360.56
82	86	161	360.56	244.63	115.93	360.56
83	87	159	356.08	241.59	114.49	356.08
84	80	159	356.08	241.59	114.49	356.08
85	81	161	360.56	244.63	115.93	360.56
86	82	161	360.56	244.63	115.93	360.56
87	83	159	356.08	241.59	114.49	356.08
88	88	156	349.36	237.03	112.33	349.36
89	89	161	360.56	244.63	115.93	360.56
90	90	161	360.56	244.63	115.93	360.56
91	91	156	349.36	237.03	112.33	349.36
92	92	159	356.08	241.59	114.49	356.08
93	93	161	360.56	244.63	115.93	360.56
94	94	161	360.56	244.63	115.93	360.56
95	95	159	356.08	241.59	114.49	356.08
		15,084	\$ 33,780.73	\$ 22,919.32	\$ 10,861.43	\$ 33,780.75
			X12	X12	X12	X12
			<b>\$ 405,368.76</b>	<b>\$ 275,031.84</b>	<b>\$ 130,337.16</b>	<b>\$ 405,369.00</b>

Effective: May 1, 2019

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held March 20, 2019 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Myrna Cohen - Secretary  
Sten Christiansen - Treasurer  
Lucy Worobetz - Landscaping (via Skype)  
John Riley - Maintenance  
Herb Mueller - Maintenance



**REGRETS:** Dor Roulson

To contact the Strata Council, please email [admin@peninsula133.ca](mailto:admin@peninsula133.ca)  
To change the email address we have for you, contact the Secretary at [admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 6:55 p.m.

**MINUTES:**

It was moved by Myrna Cohen, seconded by Herb Mueller, that the Council Meeting minutes of February 20, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Depreciation Report - Draft:**

Council has received an amended draft of the Depreciation Report update. It is confirmed that the requested comments, supporting the amount of preventative maintenance being carried out on common areas, have been added. Council will review again for further errors, typos, etc., and ask that a final amended/signed draft be returned prior to the report being released.

**Resignation and Appointment of New Council Member:**

With the resignation of Bob Pieper, John Riley was officially welcomed onto the Council. John will assume the co-position of Maintenance liaison.

**Town Hall Meeting:**

Council will be distributing a handout to all Owners in advance of the Town Hall meeting that is scheduled for **Wednesday, March 27, 2019 at 7 p.m.** This meeting is being held to discuss the proposed Capital Projects that need to be approved at the upcoming AGM.

**Annual General Meeting (AGM)/Budget:**

Council has given final approval to the draft budget for the fiscal year of 2019/2020. This budget draft, and any/all required votes will be included in the meeting package that will be mailed in advance of the AGM that is scheduled for **April 17th.**

**TREASURER'S REPORT – Frank Schindelka:**

Following review, it was moved by Sten Christiansen, seconded by Herb Mueller, that the February 2019 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**COMMITTEE REPORTS:**

**Maintenance Report:** Herb Mueller

Council has had no success thus far in dealing with the owner of the Veterinary practice in their request for compensation/damage. This was as a result of a falling tree (from the neighboring property) causing damage to a strata fence and a gutter. Council will continue to follow up on options that may include City of Surrey Bylaws, and/or legal recourse. The damaged gutter has been replaced, and Council will be asking an appropriate trade to repair the damaged fence section.

**Gardening Report:** Lucy Worobetz

Council extends its thanks to Dot Roulson and Audrey Newton who have planted Primulas (~50) at the main entrance, and in front of the Clubhouse. Gardeners have been active with various cleanup and pruning, and aerating of the lawns.

**Bylaws:** - Doug Pawson

Owners are reminded that any vehicle parked overnight must display a unit number tag placed on the dash with the unit number clearly displayed.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 10, 23, 29 and 36.

**OTHER STRATA BUSINESS:**

Many owners have received a notice from the City of Surrey of a proposed new development at 26 Ave and 152 Street. It is not Council's role to provide comment or opinion on this development on behalf of all owners. However, we encourage all owners to provide their comments back to the City on their feelings about this development.

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:05 p.m.

The next meetings:

- Townhall Meeting, **Wednesday March 27, 2019 @ 7:00 p.m.**,
- Regular Council Meeting, **Wednesday, April 10, 2019 @ 7:00 p.m.**,

- Annual General Meeting, Wednesday, April 17, 2019 @7:00 p.m.

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to **admin@peninsula133.ca**. Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at **admin@peninsula133.ca** or through Leonis Management.

Postal mail should be directed to:           The Owners, Strata Corporation LMS 133  
  c/o Leonis Management & Consultants Ltd.  
  108-5455 152 Street  
  Surrey BC V3S 5A5  
  Faxes may be sent via Leonis to 604 575 5476.

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- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***



**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2018 - February 2019

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	337,807.30	337,805.80	405,367.00
Interest Penalties	18.24	54.36	0.00	0.00
Fines	0.00	50.00	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	178.16	1,305.29	583.30	700.00
Total Operating Revenue	<u>33,977.13</u>	<u>351,216.95</u>	<u>338,389.10</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>33,977.13</b>	<b>351,216.95</b>	<b>338,389.10</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	1,756.68	2,583.30	3,100.00
Gas	116.92	524.61	250.00	300.00
Refuse Pick-up	1,986.08	18,520.99	19,735.00	23,682.00
Total Utilities	<u>2,103.00</u>	<u>20,802.28</u>	<u>22,568.30</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	744.03	9,856.76	16,666.70	20,000.00
Roof Maintenance	0.00	9,802.50	16,666.70	20,000.00
Enterphone / Phone Lines	77.48	671.32	416.70	500.00
Supplies	0.00	825.90	416.70	500.00
Total Repairs and Maintenance	<u>821.51</u>	<u>21,156.48</u>	<u>34,166.80</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	315.00	8,771.18	5,833.30	7,000.00
Sewers/Drains	0.00	4,989.45	4,166.70	5,000.00
Landscape Maintenance	5,692.05	56,809.05	53,333.30	64,000.00
Landscape Improvements	0.00	18,734.44	15,000.00	18,000.00
Pest Control	318.86	3,161.14	3,333.30	4,000.00
Entrance Gates	0.00	6,308.89	1,666.70	2,000.00
Total Grounds	<u>6,325.91</u>	<u>98,774.15</u>	<u>83,333.30</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	57,365.00	57,500.00	69,000.00
Insurance Valuation	0.00	0.00	200.00	240.00
Strata Management - Fees	2,045.40	20,454.00	20,454.20	24,545.00
Depreciation Report/Consulting	5,145.00	5,145.00	5,000.00	6,000.00
Sundry Items	629.55	3,712.79	2,833.30	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	112,333.34	112,333.30	134,800.00
Total Administration	<u>24,789.78</u>	<u>199,010.13</u>	<u>198,320.80</u>	<u>237,985.00</u>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>0.00</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>34,040.20</b>	<b>344,015.49</b>	<b>338,389.20</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>-63.07</b>	<b>7,201.46</b>	<b>-0.10</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= February 2019

Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	93,742.71
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	587,350.24
Total Contingency Reserve Fund	587,350.24
Total Cash	682,592.95
Prepaid Insurance	5,736.50
Accounts Receivable	6,839.41
Total Current Assets	695,168.86
<b>TOTAL ASSETS</b>	<b>695,168.86</b>
LIABILITIES AND EQUITY AND FUND BALANCES	
LIABILITIES	
Current Liabilities	
Strata Fees Received in Advance	360.56
Total Current Liabilities	360.56
<b>TOTAL LIABILITIES</b>	<b>360.56</b>
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	112,333.34
CRF Current Year Interest	6,822.35
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	587,350.24
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	7,201.46
Total Retained Earnings	107,458.06
<b>TOTAL EQUITY AND FUND BALANCES</b>	<b>694,808.30</b>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<b>695,168.86</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Feb 2019

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>		<b>Electricity</b>			<b>1,756.68</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,756.68</b>	<b>= Ending Balance =</b>
<b>501500</b>		<b>Gas</b>			<b>407.69</b>	<b>= Beginning Balance =</b>
pen0133	02-2019	FortisBC - Natural Gas (v0000003)	116.92	0.00	524.61	Dec 28 - Jan 28/19 acct# 862749
		<b>Net Change=116.92</b>	<b>116.92</b>	<b>0.00</b>	<b>524.61</b>	<b>= Ending Balance =</b>
<b>503000</b>		<b>Refuse Pick-up</b>			<b>16,534.91</b>	<b>= Beginning Balance =</b>
pen0133	02-2019	AJM Disposal Services Ltd. (v0000141)	1,986.08	0.00	18,520.99	February 2019 refuse pick up
		<b>Net Change=1,986.08</b>	<b>1,986.08</b>	<b>0.00</b>	<b>18,520.99</b>	<b>= Ending Balance =</b>
<b>510000</b>		<b>Repairs and Maintenance - General</b>			<b>9,112.73</b>	<b>= Beginning Balance =</b>
pen0133	02-2019	E-Tron Electric Ltd. (v0000477)	430.43	0.00	9,543.16	Flood light, ground plate & clamp
pen0133	02-2019	Lundline Glass & Exteriors (v0000145)	313.60	0.00	9,856.76	Patio door roller installation- unit 36 & 78
		<b>Net Change=744.03</b>	<b>744.03</b>	<b>0.00</b>	<b>9,856.76</b>	<b>= Ending Balance =</b>
<b>512500</b>		<b>Roof Maintenance</b>			<b>9,802.50</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,802.50</b>	<b>= Ending Balance =</b>
<b>513000</b>		<b>Enterphone / Phone Lines</b>			<b>593.84</b>	<b>= Beginning Balance =</b>
pen0133	02-2019	Telus (v0000038)	38.74	0.00	632.58	Feb 4 - March 3/19 acct# 2387425829
pen0133	02-2019	Telus (v0000038)	38.74	0.00	671.32	Feb 5 - March 4/19 acct# 2387425838
		<b>Net Change=77.48</b>	<b>77.48</b>	<b>0.00</b>	<b>671.32</b>	<b>= Ending Balance =</b>
<b>521000</b>		<b>Supplies</b>			<b>825.90</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>825.90</b>	<b>= Ending Balance =</b>
<b>530500</b>		<b>Roadways/Walkways</b>			<b>8,456.18</b>	<b>= Beginning Balance =</b>
pen0133	02-2019	Diamond Shovel Contracting (v0000639)	315.00	0.00	8,771.18	Salting services - Jan 7, 14, 27
		<b>Net Change=315.00</b>	<b>315.00</b>	<b>0.00</b>	<b>8,771.18</b>	<b>= Ending Balance =</b>
<b>532500</b>		<b>Sewers/Drains</b>			<b>4,989.45</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,989.45</b>	<b>= Ending Balance =</b>
<b>533000</b>		<b>Landscape Maintenance</b>			<b>51,117.00</b>	<b>= Beginning Balance =</b>
pen0133	02-2019	Vista Landscape Services Ltd. (v0000064)	5,692.05	0.00	56,809.05	February 2019 landscaping
		<b>Net Change=5,692.05</b>	<b>5,692.05</b>	<b>0.00</b>	<b>56,809.05</b>	<b>= Ending Balance =</b>
<b>533500</b>		<b>Landscape Improvements</b>			<b>18,734.44</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,734.44</b>	<b>= Ending Balance =</b>
<b>535500</b>		<b>Pest Control</b>			<b>2,842.28</b>	<b>= Beginning Balance =</b>
pen0133	02-2019	Abell Pest Control Inc. (v0000344)	318.86	0.00	3,161.14	February 2019 pest control
		<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>3,161.14</b>	<b>= Ending Balance =</b>
<b>536000</b>		<b>Entrance Gates</b>			<b>6,308.89</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,308.89</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Feb 2019

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
<b>550500</b>		<b>Insurance</b>			<b>51,628.50 = Beginning Balance =</b>	
pen0133	02-2019	:PostRecurring Insurance expense	5,736.50	0.00	57,365.00	Insurance expense
		<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>57,365.00 = Ending Balance =</b>	
<b>552000</b>		<b>Strata Management ~ Fees</b>			<b>18,408.60 = Beginning Balance =</b>	
pen0133	02-2019	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	20,454.00	February 2019 strata management fee
		<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>20,454.00 = Ending Balance =</b>	
<b>556500</b>		<b>Depreciation Report/Consulting</b>			<b>0.00 = Beginning Balance =</b>	
pen0133	02-2019	JRS Engineering (v0001435)	2,572.50	0.00	2,572.50	Services rendered ending November 30 2018
pen0133	02-2019	JRS Engineering (v0001435)	1,286.25	0.00	3,858.75	Services rendered ending Dec 31 2018
pen0133	02-2019	JRS Engineering (v0001435)	1,286.25	0.00	5,145.00	Services rendered ending January 31 2019
		<b>Net Change=5,145.00</b>	<b>5,145.00</b>	<b>0.00</b>	<b>5,145.00 = Ending Balance =</b>	
<b>559000</b>		<b>Sundry Items</b>			<b>3,083.24 = Beginning Balance =</b>	
pen0133	02-2019	Leonis Management & Consultants Ltd. (v0000005)	71.66	0.00	3,154.90	Photocopies, faxes, mailings
pen0133	02-2019	Leonis Management & Consultants Ltd. (v0000005)	496.69	0.00	3,651.59	Lien collection & admin costs
pen0133	02-2019	WorkSafe BC (v0000096)	36.20	0.00	3,687.79	2018 WCB acct#998320-AA
pen0133	02-2019	:PostRecurring Bank Service Charge	25.00	0.00	3,712.79	Bank Service Charge
		<b>Net Change=629.55</b>	<b>629.55</b>	<b>0.00</b>	<b>3,712.79 = Ending Balance =</b>	
<b>561000</b>		<b>Transfer to Contingency Reserve Fund</b>			<b>101,100.01 = Beginning Balance =</b>	
pen0133	02-2019	:PostRecurring Monthly CRF contribution	11,233.33	0.00	112,333.34	Monthly CRF contribution
		<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>112,333.34 = Ending Balance =</b>	
<b>804100</b>		<b>Enterphone Project</b>			<b>597.45 = Beginning Balance =</b>	
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45 = Ending Balance =</b>	
<b>807000</b>		<b>Clubhouse / Amenity Project</b>			<b>3,675.00 = Beginning Balance =</b>	
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00 = Ending Balance =</b>	
			<b>34,040.20</b>	<b>0.00</b>		



**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held February 20, 2019 at the Clubhouse.**

- PRESENT:**
- Doug Pawson - President
  - Dot Roulson - Vice President
  - Myrna Cohen - Secretary
  - Sten Christiansen - Treasurer
  - Lucy Worobetz - Landscaping (via Skype)
  - Bob Pieper - Maintenance
  - Herb Mueller - Maintenance

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To change the email address we have for you, contact the Secretary at [admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:**

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**MINUTES:**

It was moved by Herb Mueller, seconded by Myrna Cohen, that the Council Meeting minutes of January 16, 2019, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Capital Works Projects 2019-2020**

Council reviewed the list of work projects that will be proposed and discussed with the Owners at a Town Hall meeting in advance of the next Annual General Meeting. These projects will include: installation of a new vinyl fence to replace the existing eastern perimeter fence; remediation of the roof moss; the repair/filling of driveway and patio cracks; replacement of remaining older coach lamps (~40) on the rear of the buildings; and the repair and/or replacement of driveway paver/bricks.

**2019/2020 Budget:**

A draft 2019-2020 Budget had been presented. Council has now reviewed and approved this budget proposal.

**TREASURER’S REPORT – Frank Schindelka:**

Following review, it was moved by Sten Christiansen, seconded by Lucy Worobetz, that the January 2019 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner’s information.

## **NEW BUSINESS**

### **Depreciation Report - Draft:**

Council had received a draft of the required Depreciation Report update. Council will request a meeting with JRS Engineering to discuss certain notations that appear to be missing from this report, i.e. the extent of preventative maintenance on common areas that are being carried out on a regular basis.

### **Resignation and Appointment of New Council Member:**

Council had been advised that Bob Pieper has been forced to step down from Council for personal reasons. In a search for a suitable replacement, Council has agreed to welcome John Riley (#86) onto the Council, and to fill the co-position of Maintenance liaison.

### **Town Hall Meeting:**

Council is scheduling a Town Hall meeting to be held on **Wednesday, March 27, 2019 at 7 p.m.** to present and discuss proposed Capital Projects that will need to be approved at the AGM.

### **Roof J Vents:**

A unit recently experienced a leak due to the failure of a roof J vent. It was determined that a weld had failed allowing water to leak. The vent has since been replaced. This issue will be monitored to determine if it was a one-off failure or potentially complex wide.

## **COMMITTEE REPORTS:**

### **Maintenance Report:** Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

### **Gardening Report:** Lucy Worobetz

Landscapers have attended to assist in knocking off snow that accumulates on some of the cedar hedging. A tree from a neighboring property (White Rock Veterinary) fell over recently and seriously damaged a portion of new fencing, and the gutters on a unit. Council has determined to attempt contact with the owner of the Veterinary practice and request compensation for damage costs.

### **Bylaws:** - Doug Pawson

Due to the significant snow fall and the snow clearing, Owners were requested to advise guests to not park in certain visitor spots. Thanks to those Owners who shovelled snow from their less capable neighbours sidewalks and driveways.

## **CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 1,17,25,33,36,48,53,58,69,78,83 and 86.

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:16 p.m.

The next regular Council Meeting is scheduled for **Wednesday, March 20, 2019 @ 7:00 p.m.**

The TownHall meeting to discuss AGM capital projects is scheduled for **Wednesday, March 27 @ 7:00, p.m.**

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to **admin@peninsula133.ca**. Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

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c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
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- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

Maintenance Report LMS 133 Peninsula Village  
January 15, 2019 – Feb 15 2019

Items recently attended to

1. Pick up thumb drive of plans from Surrey Municipal,
2. Survey and document roof top J. Vents – thx Sten,
3. Permanent repair J. Vent water leak - phase 4,
4. Repair sliding door rollers X 2 Units – Lundline,
5. Pick up mailbox lock sets – inventory – thx Herb,
6. Snow shovelling and salting as required - thx Herb/ Doug
7. Interior roadway snow clearing and salting X 2.

Upcoming Routine Maintenance Jobs to be scheduled

1. Determine wording for visitor parking signs,
2. Obtain repair quotes - 152 entrance pavers- Herb,
3. Decide on type of back patio lighting fixtures,
4. Re order or pick up bags of ice melting salt,
5. Arrange fence and eave repairs – fallen tree damage.

Notice to Owners-- Soffit lighting and back patio illumination is known to keep prowlers away. Interior streets and outside sidewalks are being plowed and salted regularly during this recent snow event. Please use caution while walking on our roadways. Report icy patches to Council for additional salting.

Respectfully submitted  
H. Mueller/R. Pieper



**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**  
**Budget Comparison**  
 Period From May 2018 - January 2019  
 Books = Accrual

	YTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	304,026.57	304,025.22	405,367.00
Interest Penalties	15.12	36.12	0.00	0.00
Fines	0.00	50.00	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	171.73	1,127.13	524.97	700.00
Total Operating Revenue	<u>33,967.58</u>	<u>317,239.82</u>	<u>304,550.19</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>33,967.58</b>	<b>317,239.82</b>	<b>304,550.19</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	354.12	1,756.68	2,324.97	3,100.00
Gas	94.59	407.69	225.00	300.00
Refuse Pick-up	2,090.03	16,534.91	17,761.50	23,682.00
Total Utilities	<u>2,538.74</u>	<u>18,699.28</u>	<u>20,311.47</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	585.00	9,112.73	15,000.03	20,000.00
Roof Maintenance	982.50	9,802.50	15,000.03	20,000.00
Enterphone / Phone Lines	67.40	593.84	375.03	500.00
Supplies	265.50	825.90	375.03	500.00
Total Repairs and Maintenance	<u>1,900.40</u>	<u>20,334.97</u>	<u>30,750.12</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	210.00	8,456.18	5,249.97	7,000.00
Sewers/Drains	0.00	4,989.45	3,750.03	5,000.00
Landscape Maintenance	5,692.05	51,117.00	47,999.97	64,000.00
Landscape Improvements	697.30	18,734.44	13,500.00	18,000.00
Pest Control	318.86	2,842.28	2,999.97	4,000.00
Entrance Gates	242.40	6,308.89	1,500.03	2,000.00
Total Grounds	<u>7,160.61</u>	<u>92,448.24</u>	<u>74,999.97</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	51,628.50	51,750.00	69,000.00
Insurance Valuation	0.00	0.00	180.00	240.00
Strata Management - Fees	2,045.40	18,408.60	18,408.78	24,545.00
Depreciation Report/Consulting	0.00	0.00	4,500.00	6,000.00
Sundry Items	-420.42	3,083.24	2,549.97	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	101,100.01	101,099.97	134,800.00
Total Administration	<u>18,594.81</u>	<u>174,220.35</u>	<u>178,488.72</u>	<u>237,985.00</u>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>0.00</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>30,194.56</b>	<b>309,975.29</b>	<b>304,550.28</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b><u>3,773.02</u></b>	<b><u>7,264.53</u></b>	<b><u>-0.09</u></b>	<b><u>0.00</u></b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**  
**Balance Sheet**

Period= January 2019  
Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	88,057.67
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	575,235.29
Total Contingency Reserve Fund	575,235.29
Total Cash	664,792.96
Prepaid Insurance	11,473.00
Accounts Receivable	6,851.02
Total Current Assets	683,116.98
TOTAL ASSETS	
683,116.98	
LIABILITIES AND EQUITY AND FUND BALANCES	
LIABILITIES	
Current Liabilities	
Strata Fees Received in Advance	360.56
Total Current Liabilities	360.56
TOTAL LIABILITIES	
360.56	
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	101,100.01
CRF Current Year Interest	5,940.73
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	575,235.29
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	7,264.53
Total Retained Earnings	107,521.13
TOTAL EQUITY AND FUND BALANCES	
682,756.42	
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	
683,116.98	

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jan 2019

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>		<b>Electricity</b>			<b>1,402.56</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	BC Hydro (v0000004)	300.99	0.00	1,703.55	Oct 30 - Dec 28'18 acct# 1875644
pen0133	01-2019	BC Hydro (v0000004)	53.13	0.00	1,756.68	Oct 30 - Dec 28'19 acct# 5216081
		<b>Net Change=354.12</b>	<b>354.12</b>	<b>0.00</b>	<b>1,756.68</b>	<b>= Ending Balance =</b>
<b>501500</b>		<b>Gas</b>			<b>313.10</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	FortisBC - Natural Gas (v0000003)	94.59	0.00	407.69	Nov 26 - Dec 28/18 acct# 862/49
		<b>Net Change=94.59</b>	<b>94.59</b>	<b>0.00</b>	<b>407.69</b>	<b>= Ending Balance =</b>
<b>503000</b>		<b>Refuse Pick-up</b>			<b>14,444.88</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	AJM Disposal Services Ltd. (v0000141)	2,090.03	0.00	16,534.91	January refuse removal
		<b>Net Change=2,090.03</b>	<b>2,090.03</b>	<b>0.00</b>	<b>16,534.91</b>	<b>= Ending Balance =</b>
<b>510000</b>		<b>Repairs and Maintenance - General</b>			<b>8,527.73</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	William Wagner (v0002389)	420.00	0.00	8,947.73	Split cost of Dec 18 chargeback #R-246300
pen0133	01-2019	Sten Christiansen (v0000870)	165.00	0.00	9,112.73	Top up petty cash-lattice work fencing removal
		<b>Net Change=585.00</b>	<b>585.00</b>	<b>0.00</b>	<b>9,112.73</b>	<b>= Ending Balance =</b>
<b>512500</b>		<b>Roof Maintenance</b>			<b>8,820.00</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	Over The Top Cleaners Inc. (v0000097)	945.00	0.00	9,765.00	Removal of branches, clean roof, check for damage
pen0133	01-2019	Sten Christiansen (v0000870)	37.50	0.00	9,802.50	Top up petty cash-cleared drains #5 & #52
		<b>Net Change=982.50</b>	<b>982.50</b>	<b>0.00</b>	<b>9,802.50</b>	<b>= Ending Balance =</b>
<b>513000</b>		<b>Enterphone / Phone Lines</b>			<b>526.44</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	Telus (v0000038)	33.70	0.00	560.14	Jan 4 - Feb 3 acct# 2387425829
pen0133	01-2019	Telus (v0000038)	33.70	0.00	593.84	Jan 4 - Feb 3 acct# 2387425838
		<b>Net Change=67.40</b>	<b>67.40</b>	<b>0.00</b>	<b>593.84</b>	<b>= Ending Balance =</b>
<b>521000</b>		<b>Supplies</b>			<b>560.40</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	Sten Christiansen (v0000870)	265.50	0.00	825.90	Top up petty cash-printer ink, paper, envelopes
		<b>Net Change=265.50</b>	<b>265.50</b>	<b>0.00</b>	<b>825.90</b>	<b>= Ending Balance =</b>
<b>530500</b>		<b>Roadways/Walkways</b>			<b>8,246.18</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	Diamond Shovel Contracting (v0000639)	210.00	0.00	8,456.18	Salting services - Dec 2, Dec 30/18
		<b>Net Change=210.00</b>	<b>210.00</b>	<b>0.00</b>	<b>8,456.18</b>	<b>= Ending Balance =</b>
<b>532500</b>		<b>Sewers/Drains</b>			<b>4,989.45</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,989.45</b>	<b>= Ending Balance =</b>
<b>533000</b>		<b>Landscape Maintenance</b>			<b>45,424.95</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	Vista Landscape Services Ltd. (v0000064)	5,692.05	0.00	51,117.00	January landscape maintenance
		<b>Net Change=5,692.05</b>	<b>5,692.05</b>	<b>0.00</b>	<b>51,117.00</b>	<b>= Ending Balance =</b>
<b>533500</b>		<b>Landscape Improvements</b>			<b>18,037.14</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	Sten Christiansen (v0000870)	697.30	0.00	18,734.44	Top up petty cash-soaker hoses, tree planting
		<b>Net Change=697.30</b>	<b>697.30</b>	<b>0.00</b>	<b>18,734.44</b>	<b>= Ending Balance =</b>
<b>535500</b>		<b>Pest Control</b>			<b>2,523.42</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	Abell Pest Control Inc. (v0000344)	318.86	0.00	2,842.28	January pest control
		<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>2,842.28</b>	<b>= Ending Balance =</b>
<b>536000</b>		<b>Entrance Gates</b>			<b>6,066.49</b>	<b>= Beginning Balance =</b>

+ Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jan 2019

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
pen0133	01-2019	Sten Christlansen (v0000870)	242.40	0.00	6,308.89	Top up petty cash-Door King remote system
		<b>Net Change=242.40</b>	<b>242.40</b>	<b>0.00</b>	<b>6,308.89</b>	<b>= Ending Balance =</b>
<b>550500</b>		<b>Insurance</b>			<b>45,892.00</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	:PostRecurring Insurance expense	5,736.50	0.00	51,628.50	Insurance expense
		<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>51,628.50</b>	<b>= Ending Balance =</b>
<b>552000</b>		<b>Strata Management - Fees</b>			<b>16,363.20</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	18,408.60	January 2019 strata management fee
		<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>18,408.60</b>	<b>= Ending Balance =</b>
<b>559000</b>		<b>Sundry Items</b>			<b>3,503.66</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	McIntyre (LIENED) (10003466)	0.00	496.69	3,006.97	Lien Collection & Administration Costs
pen0133	01-2019	Leonis Management & Consultants Ltd. (v0000005)	51.27	0.00	3,058.24	Photocopies, faxes, mailings
pen0133	01-2019	:PostRecurring Bank Service Charge	25.00	0.00	3,083.24	Bank Service Charge
		<b>Net Change=-420.42</b>	<b>76.27</b>	<b>496.69</b>	<b>3,083.24</b>	<b>= Ending Balance =</b>
<b>561000</b>		<b>Transfer to Contingency Reserve Fund</b>			<b>89,866.68</b>	<b>= Beginning Balance =</b>
pen0133	01-2019	:PostRecurring Monthly CRF contribution	11,233.33	0.00	101,100.01	Monthly CRF contribution
		<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>101,100.01</b>	<b>= Ending Balance =</b>
<b>804100</b>		<b>Enterphone Project</b>			<b>597.45</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45</b>	<b>= Ending Balance =</b>
<b>807000</b>		<b>Clubhouse / Amenity Project</b>			<b>3,675.00</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
			<b>30,691.25</b>	<b>496.69</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held January 16, 2019 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Dot Roulson - Vice President  
Myrna Cohen - Secretary  
Lucy Worobetz - Landscaping  
Bob Pieper - Maintenance  
Herb Mueller - Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Sten Christiansen

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:01 p.m.

**MINUTES:**

It was moved by Myrna Cohen, seconded by Herb Mueller, that the Council Meeting minutes of December 19, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Capital Works Projects 2019-2020**

Council discussed the list of proposed work projects provided by the Maintenance Committee. It was determined that several items could be handled within the annual budget: patching worn areas on flat roofs; cleaning of balconies; and, the possible replacement of remaining older coach lamps (35) on the rear of the buildings.

The balance of major projects will be discussed with the Owners at a Town Hall meeting, to be scheduled for the near future. These projects will include: remediation of the roof moss; installation of a new vinyl fence to replace the existing eastern perimeter fence; repair and/or replacement of driveway paver/bricks; and, the repair/filling of driveway and patio cracks.

**TREASURER'S REPORT – Frank Schindelka:**

Following review, it was moved by Lucy Worobetz, seconded by Dot Roulson, that the December 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Annual General Meeting (AGM)/Budget:**

The Strata Agent had provided Council with a draft budget template for the fiscal year of 2019/2020. Council

discussed and amended the budget figures, and will continue to work on any information that might need to be included in the AGM package. The AGM is scheduled for April 17th.

**COMMITTEE REPORTS:**

**Maintenance Report:** Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

**Gardening Report:** Lucy Worobetz

There was nothing new to report at this time to report.

**Bylaws:** - Doug Pawson

A vehicle was observed parking on the garage parking pad overnight on several days. This is not permitted in the Bylaws. The Owner was advised and the situation has been resolved.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from the Owners of units: 15, 35, 36, 43, 61, 75, and 84.

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:24 p.m.

The next regular Council Meeting is scheduled for **Wednesday, February 20, 2019 @ 7:00 p.m.**

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:                   The Owners, Strata Corporation LMS 133  
  c/o Leonis Management & Consultants Ltd.  
  108-5455 152 Street  
  Surrey BC V3S 5A5  
  Faxes may be sent via Leonis to 604 575 5476.

Residents of Peninsula Village are advised that they can obtain current and archival Minutes of Meetings, Financial Reports, Rules, Bylaws and Insurance for Peninsula Village by visiting the

- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

Maintenance Report LMS 133 Peninsula Village  
December 15 2018 - January 15 2019

Items recently attended to

1. Over the Top Cleaners – clear roof debris – wind storm
2. Mid Valley Roofing – Misc. repairs to roofs and eaves
3. Canada Post – replace entrance console lock sets
4. Realign brick pavers 152 walkway entrance. Thx Jim
5. Apply ice melting salt. Roadways and walkways
6. Meet with ROTban re moss remediation quote
7. Recheck and report to Avant Guard – 152 gate repairs

Upcoming Routine Maintenance Jobs to be scheduled

1. Pick up Mail box lock sets – inventory – Herb.
2. Obtain repair quotes - 152 entrance pavers- Herb
3. Survey condition of aprons and patios – re cracking

Notice to Owners-- Soffit lighting and back patio illumination is known to keep prowlers away. Please use good judgement before venturing out when black ice is possible.

**Notify Council of slipping hazards...**

Respectfully submitted  
H. Mueller/R. Pieper



**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**  
**Budget Comparison**

Period From May 2018 - December 2018  
Books = Accrual

	PTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	270,245.84	270,244.64	405,367.00
Interest Penalties	12.03	21.00	0.00	0.00
Fines	50.00	50.00	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	163.55	955.40	466.64	700.00
Total Operating Revenue	<u>34,006.31</u>	<u>283,272.24</u>	<u>270,711.28</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>34,006.31</b>	<b>283,272.24</b>	<b>270,711.28</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	1,402.56	2,066.64	3,100.00
Gas	106.83	313.10	200.00	300.00
Refuse Pick-up	1,805.61	14,444.88	15,788.00	23,682.00
Total Utilities	<u>1,912.44</u>	<u>16,160.54</u>	<u>18,054.64</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	1,217.55	8,527.73	13,333.36	20,000.00
Roof Maintenance	6,300.00	8,820.00	13,333.36	20,000.00
Enterphone / Phone Lines	67.40	526.44	333.36	500.00
Supplies	0.00	560.40	333.36	500.00
Total Repairs and Maintenance	<u>7,584.95</u>	<u>18,434.57</u>	<u>27,333.44</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	0.00	8,246.18	4,666.64	7,000.00
Sewers/Drains	0.00	4,989.45	3,333.36	5,000.00
Landscape Maintenance	6,355.75	45,424.95	42,666.64	64,000.00
Landscape Improvements	0.00	18,037.14	12,000.00	18,000.00
Pest Control	318.86	2,523.42	2,666.64	4,000.00
Entrance Gates	4,901.40	6,066.49	1,333.36	2,000.00
Total Grounds	<u>11,576.01</u>	<u>85,287.63</u>	<u>66,666.64</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	45,892.00	46,000.00	69,000.00
Insurance Valuation	0.00	0.00	160.00	240.00
Strata Management - Fees	2,045.40	16,363.20	16,363.36	24,545.00
Depreciation Report/Consulting	0.00	0.00	4,000.00	6,000.00
Sundry Items	1,016.32	3,503.66	2,266.64	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	89,866.68	89,866.64	134,800.00
Total Administration	<u>20,031.55</u>	<u>155,625.54</u>	<u>158,656.64</u>	<u>237,985.00</u>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>0.00</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>41,104.95</b>	<b>279,780.73</b>	<b>270,711.36</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b><u>-7,098.64</u></b>	<b><u>3,491.51</u></b>	<b><u>-0.08</u></b>	<b><u>0.00</u></b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= December 2018

Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	79,400.37
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	563,138.21
Total Contingency Reserve Fund	563,138.21
Total Cash	644,038.58
Prepaid Insurance	17,209.50
Accounts Receivable	5,638.24
Total Current Assets	666,886.32
TOTAL ASSETS	666,886.32
LIABILITIES AND EQUITY AND FUND BALANCES	
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	89,866.68
CRF Current Year Interest	5,076.98
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	563,138.21
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	3,491.51
Total Retained Earnings	103,748.11
TOTAL EQUITY AND FUND BALANCES	666,886.32
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	666,886.32

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Dec 2018

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
501000	Electricity			1,402.56	= Beginning Balance =
	Net Change=0.00	0.00	0.00	1,402.56	= Ending Balance =
501500	Gas			206.27	= Beginning Balance =
pen0133	FortisBC - Natural Gas (v0000003)	106.83	0.00	313.10	Oct 25 - Nov26/18 account# 862749
	Net Change=106.83	106.83	0.00	313.10	= Ending Balance =
503000	Refuse Pick-up			12,639.27	= Beginning Balance =
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	14,444.88	December refuse pickup
	Net Change=1,805.61	1,805.61	0.00	14,444.88	= Ending Balance =
510000	Repairs and Maintenance - General			7,310.18	= Beginning Balance =
pen0133	Columbia Irrigation Ltd. (v0000627)	178.50	0.00	7,488.68	Winterize irrigation system
pen0133	E-Tron Electric Ltd. (v0000477)	1,039.05	0.00	8,527.73	Electrical maintenance/supplies: lights, wire connectors
	Net Change=1,217.55	1,217.55	0.00	8,527.73	= Ending Balance =
512500	Roof Maintenance			2,520.00	= Beginning Balance =
pen0133	Over The Top Cleaners Inc. (v0000097)	6,300.00	0.00	8,820.00	Roof and gutter maintenance
	Net Change=6,300.00	6,300.00	0.00	8,820.00	= Ending Balance =
513000	Enterphone / Phone Lines			459.04	= Beginning Balance =
pen0133	Telus (v0000038)	33.70	0.00	492.74	Dec 3 - Jan 4/19 account 2387425829
pen0133	Telus (v0000038)	33.70	0.00	526.44	Dec 4 - Jan 3/19 account 2387425838
	Net Change=67.40	67.40	0.00	526.44	= Ending Balance =
521000	Supplies			560.40	= Beginning Balance =
	Net Change=0.00	0.00	0.00	560.40	= Ending Balance =
530500	Roadways/Walkways			8,246.18	= Beginning Balance =
	Net Change=0.00	0.00	0.00	8,246.18	= Ending Balance =
532500	Sewers/Drains			4,989.45	= Beginning Balance =
	Net Change=0.00	0.00	0.00	4,989.45	= Ending Balance =
533000	Landscape Maintenance			39,069.20	= Beginning Balance =
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	44,649.95	December landscape maintenance
pen0133	Jim Giffen (v0001820)	775.00	0.00	45,424.95	Sept 24-Nov 2/18 landscaping services
	Net Change=6,355.75	6,355.75	0.00	45,424.95	= Ending Balance =
533500	Landscape Improvements			18,037.14	= Beginning Balance =
	Net Change=0.00	0.00	0.00	18,037.14	= Ending Balance =
535500	Pest Control			2,204.56	= Beginning Balance =
pen0133	Abell Pest Control Inc. (v0000344)	318.86	0.00	2,523.42	December pest control
	Net Change=318.86	318.86	0.00	2,523.42	= Ending Balance =
536000	Entrance Gates			1,165.09	= Beginning Balance =
pen0133	Avant Guard Gate & Access Controls Ltd. (v0000387)	4,901.40	0.00	6,066.49	Supply and install entrance gates
	Net Change=4,901.40	4,901.40	0.00	6,066.49	= Ending Balance =

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Dec 2018

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>550500</b>	<b>Insurance</b>			<b>40,155.50</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	5,736.50	0.00	45,892.00	Insurance expense
	<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>45,892.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>14,317.80</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	16,363.20	December 2018 strata management fee
	<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>16,363.20</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>2,487.34</b>	<b>= Beginning Balance =</b>
pen0133	Condominium Home Owners' Association (v0000150)	522.50	0.00	3,009.84	Membership renewal - Jan 2019 - Dec 2019
pen0133	Leonis Management & Consultants Ltd. (v0000005)	249.68	0.00	3,259.52	Photocopies, faxes and mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	3,284.52	Bank Service Charge
pen0133	:PostRecurring Custom Cheques & Deposit Books	219.14	0.00	3,503.66	Custom Cheques & Deposit Books
	<b>Net Change=1,016.32</b>	<b>1,016.32</b>	<b>0.00</b>	<b>3,503.66</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>78,633.35</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	89,866.68	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>89,866.68</b>	<b>= Ending Balance =</b>
<b>804100</b>	<b>Enterphone Project</b>			<b>597.45</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45</b>	<b>= Ending Balance =</b>
<b>807000</b>	<b>Clubhouse / Amenity Project</b>			<b>3,675.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
		<b>41,104.95</b>	<b>0.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held December 19, 2018 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Myrna Cohen - Secretary  
Sten Christiansen - Treasurer  
Lucy Worobetz - Landscaping  
Bob Pieper - Maintenance  
Herb Mueller - Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)  
  
To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Dot Roulson

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 6:58 p.m.

**HEARING:**

Owner of one unit had requested to present information to Council related to a Bylaw violation. The Owner made the presentation and then was excused from the balance of the meeting.

**MINUTES:**

It was moved by Lucy Worobetz, seconded by Herb Mueller, that the Council Meeting minutes of November 28, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Capital Works Projects 2019-2020**

Council continues to itemize and discuss potential repair & maintenance projects/costs for the coming fiscal year.

**Special General Meeting (SGM)**

The Special General Meeting was held on December 5, 2019. Minutes from this meeting have been distributed to all Owners.

**TREASURER'S REPORT – Frank Schindelka:**

Following review, it was moved by Sten Christiansen, seconded by Lucy Worobetz, that the November 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Common Property Alterations**

Questions were raised in regard to alterations undertaken at several units. A discussion took place to provide more details as to the nature and circumstance of the alterations.

**COMMITTEE REPORTS:**

**Maintenance Report:** Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

**Gardening Report:** Lucy Worobetz

Vista has now finished for the balance of this year, and Council has approved the renewal of their landscaping contract for 2019.

**Bylaws:** - Doug Pawson

An Owner has raised concerns about dog waste left on his property. Owners are reminded of the Strata Corporation Bylaw #6(6) "*A pet's owner must promptly remove any animal waste left by the pet on the common property,*", and Bylaw #6(8) "*Visitors who bring pets onto the common property must comply with these bylaws as they pertain to pets.*".

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 21, 44, 59, 83 and 90.

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:18 p.m.

The next regular Council Meeting is scheduled for **Wednesday, January 16, 2019 @ 7:00 p.m.**



**Maintenance Report LMS 133 Peninsula Village  
November 15 2018 – December 15 2018**

Items recently attended to:

1. E-tron Electric – replace outdoor lighting sensor
2. E-tron – Deliver lightbulb order – LED light bulbs
3. ROTban Cleaners – walk around – check roof moss
4. Reset fence boards – East fence – by shopping center
5. Avant Guard – repair damage entrance gate 24<sup>th</sup> Ave
6. Avant Guard – replace motor drives – 152 gates
7. Thompson Spray – walk around – check roof moss
8. Report on Moss remediation quotes – Herb
9. Clubhouse – change light bulbs – vacuum mail room.

Upcoming Routine Maintenance Jobs to be scheduled:

1. Canada Post – New lock sets for entrance consoles
2. Check condition of bags of salt – storage room
3. Obtain three quotes for Roof moss remediation
4. Check common property Hydro meters - consumption
5. Check with SWR regarding final sewer repair invoice

Notice to Owners-- Soffit lighting and back patio illumination is known to keep prowlers away. Thanks to those folks who put up outdoor Christmas lights. Our Complex looks very festive for the Holiday season.

Respectfully submitted

H. Mueller/R. Pieper



**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**  
**Budget Comparison**

Period From May 2018 - November 2018

Books = Accrual

	PTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	236,465.11	236,464.06	405,367.00
Interest Penalties	8.97	8.97	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	163.29	791.85	408.31	700.00
Total Operating Revenue	<u>33,952.99</u>	<u>249,265.93</u>	<u>236,872.37</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>33,952.99</b>	<b>249,265.93</b>	<b>236,872.37</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	289.43	1,402.56	1,808.31	3,100.00
Gas	59.19	206.27	175.00	300.00
Refuse Pick-up	1,805.61	12,639.27	13,814.50	23,682.00
Total Utilities	<u>2,154.23</u>	<u>14,248.10</u>	<u>15,797.81</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	0.00	7,310.18	11,666.69	20,000.00
Roof Maintenance	0.00	2,520.00	11,666.69	20,000.00
Enterphone / Phone Lines	67.40	459.04	291.69	500.00
Supplies	0.00	560.40	291.69	500.00
Total Repairs and Maintenance	<u>67.40</u>	<u>10,849.62</u>	<u>23,916.76</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	0.00	8,246.18	4,083.31	7,000.00
Sewers/Drains	0.00	4,989.45	2,916.69	5,000.00
Landscape Maintenance	5,580.75	39,069.20	37,333.31	64,000.00
Landscape Improvements	0.00	18,037.14	10,500.00	18,000.00
Pest Control	318.86	2,204.56	2,333.31	4,000.00
Entrance Gates	0.00	1,165.09	1,166.69	2,000.00
Total Grounds	<u>5,899.61</u>	<u>73,711.62</u>	<u>58,333.31</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	40,155.50	40,250.00	69,000.00
Insurance Valuation	0.00	0.00	140.00	240.00
Strata Management - Fees	2,045.40	14,317.80	14,317.94	24,545.00
Depreciation Report/Consulting	0.00	0.00	3,500.00	6,000.00
Sundry Items	74.35	2,487.34	1,983.31	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	78,633.35	78,633.31	134,800.00
Total Administration	<u>19,089.58</u>	<u>135,593.99</u>	<u>138,824.56</u>	<u>237,985.00</u>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>0.00</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>27,210.82</b>	<b>238,675.78</b>	<b>236,872.44</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>6,742.17</b>	<b>10,590.15</b>	<b>-0.07</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= November 2018

Book= Accrual

---

ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	80,705.66
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	551,087.99
Total Contingency Reserve Fund	551,087.99
Total Cash	633,293.65
Prepaid Insurance	22,946.00
Accounts Receivable	6,055.65
Total Current Assets	662,295.30
TOTAL ASSETS	662,295.30
LIABILITIES AND EQUITY AND FUND BALANCES	
LIABILITIES	
Current Liabilities	
Strata Fees Received in Advance	360.56
Total Current Liabilities	360.56
TOTAL LIABILITIES	360.56
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	78,633.35
CRF Current Year Interest	4,260.09
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	551,087.99
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	10,590.15
Total Retained Earnings	110,846.75
TOTAL EQUITY AND FUND BALANCES	661,934.74
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	662,295.30

\* Amounts in cad

## Peninsula Village - LMS 133 (pen0133) General Ledger

Period = Nov 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>1,113.13</b>	<b>= Beginning Balance =</b>
pen0133	BC Hydro (v0000004)	41.88	0.00	1,155.01	Aug 29 - Oct 29/18 acct 5216081
pen0133	BC Hydro (v0000004)	247.55	0.00	1,402.56	Aug 29 - Oct 29/18 acct 1875644
	<b>Net Change=289.43</b>	<b>289.43</b>	<b>0.00</b>	<b>1,402.56</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>147.08</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	59.19	0.00	206.27	Sep 25 - Oct 25 acct 862749
	<b>Net Change=59.19</b>	<b>59.19</b>	<b>0.00</b>	<b>206.27</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>10,833.66</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	12,639.27	November refuse pick up
	<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>12,639.27</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>7,310.18</b>	<b>= Beginning Balance =</b>
pen0133	Wagner (t0003416)	0.00	840.00	6,470.18	Chargeback for repairs to fence post (Ltr sent Oct 30/18)
pen0133	Premium Fence Company (v0000770)	840.00	0.00	7,310.18	Fence repairs
	<b>Net Change=0.00</b>	<b>840.00</b>	<b>840.00</b>	<b>7,310.18</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>2,520.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,520.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>391.64</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	33.70	0.00	425.34	Nov 4 - Dec 3 acct 2387425838
pen0133	Telus (v0000038)	33.70	0.00	459.04	Nov 4 - Dec 3 acct 2387425829
	<b>Net Change=67.40</b>	<b>67.40</b>	<b>0.00</b>	<b>459.04</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>560.40</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>560.40</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>8,246.18</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,246.18</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>4,989.45</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,989.45</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>33,488.45</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	39,069.20	November 2018 Landscaping
	<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>39,069.20</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>18,037.14</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,037.14</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Nov 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>535500</b>	<b>Pest Control</b>			<b>1,885.70</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	318.86	0.00	2,204.56	November pest control
	<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>2,204.56</b>	<b>= Ending Balance =</b>
<b>536000</b>	<b>Entrance Gates</b>			<b>1,165.09</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,165.09</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>34,419.00</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	5,736.50	0.00	40,155.50	Insurance expense
	<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>40,155.50</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>12,272.40</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	14,317.80	October 2018 strata management fee
	<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>14,317.80</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>2,412.99</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	49.35	0.00	2,462.34	Photocopies, faxes, mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	2,487.34	Bank Service Charge
	<b>Net Change=74.35</b>	<b>74.35</b>	<b>0.00</b>	<b>2,487.34</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>67,400.02</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	78,633.35	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>78,633.35</b>	<b>= Ending Balance =</b>
<b>804100</b>	<b>Enterphone Project</b>			<b>597.45</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45</b>	<b>= Ending Balance =</b>
<b>807000</b>	<b>Clubhouse / Amenity Project</b>			<b>3,675.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
		<b>28,050.82</b>	<b>840.00</b>		

**MINUTES OF A SPECIAL GENERAL MEETING OF PENINSULA VILLAGE, STRATA CORPORATION LMS 133, held Wednesday, December 05, 2018 in the Clubhouse.**

The meeting was called to order at 7:05 p.m. by Strata Council President Mr. Doug Pawson.

Mr. Pawson welcomed Owners to the meeting, and introduced John Lehman of Leonis Management & Consultants Ltd., Strata Property Agent.

Merle MacDonald acted as scrutineer.

A quorum of seventy-eight (78) Owners present, either in person or by proxy, was confirmed.

Proof of Notice of Meeting was filed.

It was moved by Lucy Worobetz, seconded by Jane Reeves to approve the agenda.

A point of order was raised by Craig Hartnett. He suggested that the motion should be considered in two parts, the question of installing a fence which should only require a 50% vote approval and the second question of approving the funding which would require a 75% vote approval. John Lehman confirmed this was out of order. The meeting and Agenda was set to deal with the Resolution listed on the Petition only.

A vote of the agenda was called, carried.

**¾ VOTE RESOLUTION-CRF WITHDRAWAL – INSTALLATION OF PRIVATE FENCING**

It was moved by Sian Osbourne, seconded by Craig Hartnett to adopt the resolution as follows:

“Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$14,000.00 (fourteen thousand dollars) be expended from the Contingency Reserve Fund for the purpose of installing 6 foot vinyl fencing on 24 Avenue from the Entrance Gates to the corner of 152 Street.”

Following the discussion, in which fifteen owners expressed their opinions, a vote was called,

In Favour       -       22       Opposed       -       56       **Motion Defeated**

Doug Pawson thanked all owners for attending.

The meeting was adjourned at 7:45 p.m.

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held November 28, 2018 at the Clubhouse.**

**PRESENT:**

Doug Pawson	- President
Dot Roulson	- Vice-President
Myrna Cohen	- Secretary
Sten Christiansen	- Treasurer
Lucy Worobetz	- Landscaping
Bob Pieper	- Maintenance
Herb Mueller	- Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:**

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**MINUTES:**

It was moved by Dot Roulson, seconded by Herb Mueller, that the Strata Council Meeting minutes of October 17, 2018, be accepted as circulated, carried.

It was moved by Lucy Worobetz, seconded by Myrna Cohen, that the Special Council Meeting minutes of November 12, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Depreciation Report Renewal**

Council met on site with a representative from JRS Engineering, who conducted an inspection of 2 units and several areas of common property. Documents and Financial Statements have been provided, so that this firm can update the values and projections associated with the required update to the Depreciation Report. A draft report is expected in January.

**Capital Works Projects 2019-2020**

Council continues to itemize and discuss potential repair & maintenance projects for the coming fiscal year.

**Alterations to Common Property**

Council discussed, and confirmed that, any alterations/improvements to common property that are made with the understanding of the unit Owner's responsibility, must be duly recorded, and an appropriate approval letter placed on the unit file at Leonis. This is to ensure that future unit Owners are made aware of the responsibility carrying forward to any/all Owners of that unit.

### Special General Meeting (SGM)

The required Agenda and supporting materials have been mailed to all Owners in advance of the Special General Meeting that has been called for December 5, 2019.

### TREASURER'S REPORT – Frank Schindelka:

Following review, it was moved by Sten Christiansen, seconded by Myrna Cohen, that the October 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

### NEW BUSINESS

#### Damage to Privacy Fence

It had come to the Council's attention that an Owner had permanently attached various items to two posts of the newly installed vinyl privacy fence posts. This was in violation of current Bylaw #9: "Prohibition on altering common property - *No owner, tenant or occupant may make any alteration, addition, change or improvement to common property, including limited common property or common assets.*"

Notice had also been given to all Owners at the Special General Meeting, held on September 27, 2017, at which the funding for these fences was approved.

The posts were replaced, and the related costs was charged back to the unit Owner.

### COMMITTEE REPORTS:

#### Maintenance Report: Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

Avant Guard had advised Bob that the 152<sup>nd</sup> Street entry and exit gate motor drives were both in need of replacing. Following discussion, it was moved by Bob Pieper, seconded by Sten Christiansen, that the 152<sup>nd</sup> Street entry gate motor drives (2) be replaced at a cost of ~\$2300 + tax each, carried

#### Gardening Report: Lucy Worobetz

Vista is slowing down during the month of December, mainly working on leaf and pine needle removal. Our Arborist is coming this week to prune a lot of the deciduous trees. Thanks to Barry and Carol Frizzell's help, we managed to trap and release 3 racoons. In appreciation of our Vista crew, we hosted a luncheon to thank them.

#### Bylaws: - Doug Pawson

Several trucks have been observed parking without Unit number decals displayed. As indicated in previous minutes, the licence numbers will be taken, and continued violations may result on fines being levied.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 6, 7, 15, 18, 21, 55, 58, 61, 70, 75, 76, 84, and 85.

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:30 p.m.

A Special General meeting is scheduled for **Wednesday, December 5, 2018**, registration to begin @ 6:30pm.

The next regular Council Meeting is scheduled for **Wednesday, December 19, 2018 @ 7:00 p.m.**

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

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c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
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- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***



Maintenance Report LMS 133 Peninsula Village  
October 15, 2018 – November 15, 2018

Items recently attended to

1. Columbia Irrigation – fall sprinkler blow out
2. Winter storage of pond pump and piping
3. Depreciation report Engineer – site visit
4. Major fall roof and gutter cleaning - 5 days
5. Dryer Vent cleanout initiative- 27 Units
6. Beer can and litter cleanup behind bus shack
7. Hose bibs checked to prevent freeze up. thx Jim
8. Adjust striker plates – shopping center door sticking
9. Avant Guard – 24<sup>th</sup> gate repair and general maintenance.

Upcoming Routine Maintenance Jobs to be scheduled

1. Meet with Thompson Spray – roof moss control info
2. Continue information exchange - depreciation Report
3. Arrange gate maintenance and adjustments– Avant Guard
4. Check common property Hydro meters - consumption
5. Check with SWR regarding final sewer repair invoice.

Notice to Owners-- Soffit lighting and back patio illumination is known to keep unwanted prowlers away. Fall hose bib check has been completed. If you use your hose again this fall, remember to remove it from the hose bib after use.

Respectfully submitted  
H. Mueller/R. Pieper

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2018 - October 2018

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	202,684.38	202,683.48	405,367.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	133.06	628.56	349.98	700.00
Total Operating Revenue	<u>33,913.79</u>	<u>215,312.94</u>	<u>203,033.46</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>33,913.79</b>	<b>215,312.94</b>	<b>203,033.46</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	1,113.13	1,549.98	3,100.00
Gas	29.19	147.08	150.00	300.00
Refuse Pick-up	1,805.61	10,833.66	11,841.00	23,682.00
Total Utilities	<u>1,834.80</u>	<u>12,093.87</u>	<u>13,540.98</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	2,537.01	7,310.18	10,000.02	20,000.00
Roof Maintenance	0.00	2,520.00	10,000.02	20,000.00
Enterphone / Phone Lines	67.40	391.64	250.02	500.00
Supplies	0.00	560.40	250.02	500.00
Total Repairs and Maintenance	<u>2,604.41</u>	<u>10,782.22</u>	<u>20,500.08</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	8,246.18	8,246.18	3,499.98	7,000.00
Sewers/Drains	827.14	4,989.45	2,500.02	5,000.00
Landscape Maintenance	5,580.75	33,488.45	31,999.98	64,000.00
Landscape Improvements	11,203.65	18,037.14	9,000.00	18,000.00
Pest Control	318.86	1,885.70	1,999.98	4,000.00
Entrance Gates	0.00	1,165.09	1,000.02	2,000.00
Total Grounds	<u>26,176.58</u>	<u>67,812.01</u>	<u>49,999.98</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	34,419.00	34,500.00	69,000.00
Insurance Valuation	0.00	0.00	120.00	240.00
Strata Management - Fees	2,045.40	12,272.40	12,272.52	24,545.00
Depreciation Report/Consulting	0.00	0.00	3,000.00	6,000.00
Sundry Items	80.16	2,412.99	1,699.98	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	67,400.02	67,399.98	134,800.00
Total Administration	<u>19,095.39</u>	<u>116,504.41</u>	<u>118,992.48</u>	<u>237,985.00</u>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>0.00</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>49,711.18</b>	<b>211,464.96</b>	<b>203,033.52</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>-15,797.39</b>	<b>3,847.98</b>	<b>-0.06</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= October 2018

Book= Accrual

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<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	69,436.52
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	539,096.48
Total Contingency Reserve Fund	<u>539,096.48</u>
Total Cash	610,033.00
Prepaid Insurance	28,682.50
Accounts Receivable	4,846.12
Total Current Assets	<u>643,561.62</u>
<b>TOTAL ASSETS</b>	<u>643,561.62</u>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Strata Fees Received in Advance	360.56
Total Current Liabilities	<u>360.56</u>
<b>TOTAL LIABILITIES</b>	360.56
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	67,400.02
CRF Current Year Interest	3,501.91
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	<u>539,096.48</u>
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	3,847.98
Total Retained Earnings	<u>104,104.58</u>
<b>TOTAL EQUITY AND FUND BALANCES</b>	<u>643,201.06</u>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<u>643,561.62</u>

\* Amounts in cad

## Peninsula Village - LMS 133 (pen0133) General Ledger

Period = Oct 2018

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>1,113.13</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,113.13</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>117.89</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	29.19	0.00	147.08	Aug 28- Sep 25/18 acct# 862749
	<b>Net Change=29.19</b>	<b>29.19</b>	<b>0.00</b>	<b>147.08</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>9,028.05</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	10,833.66	October 2018 waste removal
	<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>10,833.66</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>4,773.17</b>	<b>= Beginning Balance =</b>
pen0133	Sten Christiansen (v0000870)	413.60	0.00	5,186.77	Top up petty cash-repair items
pen0133	Lundline Glass & Exteriors (v0000145)	776.16	0.00	5,962.93	Patio glass door repairs
pen0133	Sten Christiansen (v0000870)	1,347.25	0.00	7,310.18	Top up petty cash-supplies
	<b>Net Change=2,537.01</b>	<b>2,537.01</b>	<b>0.00</b>	<b>7,310.18</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>2,520.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,520.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>324.24</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	33.70	0.00	357.94	Oct 4- Nov 3/18 acct# 2387425838
pen0133	Telus (v0000038)	33.70	0.00	391.64	Oct 4- Nov 3/18 acct# 2387425829
	<b>Net Change=67.40</b>	<b>67.40</b>	<b>0.00</b>	<b>391.64</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>560.40</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>560.40</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	Burnaby Blacktop LTD. (v0002316)	8,246.18	0.00	8,246.18	Asphalt repairs
	<b>Net Change=8,246.18</b>	<b>8,246.18</b>	<b>0.00</b>	<b>8,246.18</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>4,162.31</b>	<b>= Beginning Balance =</b>
pen0133	SWR Drain Service Ltd. (v0000045)	827.14	0.00	4,989.45	Clean sewer blockage (#76-79)
	<b>Net Change=827.14</b>	<b>827.14</b>	<b>0.00</b>	<b>4,989.45</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>27,907.70</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	33,488.45	Monthly landscaping
	<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>33,488.45</b>	<b>= Ending Balance =</b>

\* Amounts in cad

## Peninsula Village - LMS 133 (pen0133) General Ledger

Period = Oct 2018

Book = Accrual

Sort On = Date

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>533500</b>	<b>Landscape Improvements</b>			<b>6,833.49</b>	<b>= Beginning Balance =</b>
pen0133	Lucy Worobetz (v0001046)	1,500.80	0.00	8,334.29	Reimbursement-32 shrubs (pyramidalis)
pen0133	Sten Christiansen (v0000870)	804.10	0.00	9,138.39	Top up petty cash-landscaping items
pen0133	Vista Landscape Services Ltd. (v0000064)	288.75	0.00	9,427.14	Garden soil
pen0133	Greenline Tree Service Ltd. (v0001035)	8,610.00	0.00	18,037.14	Pruning trees
	<b>Net Change=11,203.65</b>	<b>11,203.65</b>	<b>0.00</b>	<b>18,037.14</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>1,566.84</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	318.86	0.00	1,885.70	Pest control - October 2018
	<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>1,885.70</b>	<b>= Ending Balance =</b>
<b>536000</b>	<b>Entrance Gates</b>			<b>1,165.09</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,165.09</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>28,682.50</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	5,736.50	0.00	34,419.00	Insurance expense
	<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>34,419.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>10,227.00</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	12,272.40	October 2018 strata management fee
	<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>12,272.40</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>2,332.83</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	55.16	0.00	2,387.99	Photocopies, faxes, mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	2,412.99	Bank Service Charge
	<b>Net Change=80.16</b>	<b>80.16</b>	<b>0.00</b>	<b>2,412.99</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>56,166.69</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	67,400.02	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>67,400.02</b>	<b>= Ending Balance =</b>
<b>804100</b>	<b>Enterphone Project</b>			<b>597.45</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45</b>	<b>= Ending Balance =</b>
<b>807000</b>	<b>Clubhouse / Amenity Project</b>			<b>3,675.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
		<b>49,711.18</b>	<b>0.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS133, held November 12, 2018 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Myrna Cohen - Secretary  
Sten Christiansen - Treasurer  
Lucy Worobetz - Landscaping  
Bob Pieper - Maintenance  
Herb Mueller - Maintenance

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**REGRETS:** Dot Roulson

**GUESTS:**

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 3:30 p.m.

**NEW BUSINESS**

**24<sup>th</sup> Ave Special General Meeting Demand**

On November 8, Council was provided with a petition requesting a Special General Meeting (SGM) in order to vote on a resolution for a six foot fence along 24<sup>th</sup> Avenue. It was signed by the appropriate number of Owners that satisfies the requirements of Section 43 of the *Strata Property Act*.

After discussion it was decided to schedule a Special General Meeting on December 5, 2018, with registration to begin at 6:30 and the meeting to begin at 7:00 pm. Leonis will be requested to provide formal written notice to the Owners.

**ADJOURNMENT:**

There being no further business, the meeting terminated at 4:10 p.m.

The next regular Council Meeting has been scheduled for **Wednesday, November 28, 2018 @ 7:00 p.m.**

**Communication Information**

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- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held October 17, 2018 at the Clubhouse.**

- PRESENT:**
- Doug Pawson - President
  - Dot Roulson - Vice-President/Landscaping
  - Myrna Cohen - Secretary
  - Sten Christiansen - Treasurer
  - Bob Pieper - Maintenance
  - Herb Mueller - Maintenance

To contact the Strata Council, please email [admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we have for you, contact the Secretary at [admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Lucy Worobetz

**GUESTS:**

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**MINUTES:**

It was moved by Herb Mueller, seconded by Bob Pieper, that the Strata Council Meeting minutes of September 26, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Cedar Tree Replacement 24<sup>th</sup> Avenue**

The previously planted cedar trees that were not tall or dense enough were removed, and 32 new cedar trees were planted by the Landscaping volunteers. Several owners have still expressed their dissatisfaction with these new cedars.

**TREASURER'S REPORT:**

Following review, it was moved by Sten Christiansen, seconded by Myrna Cohen, that the September 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Depreciation Report Renewal**

The contract regarding the renewal of the Depreciation Report has been received. It has been signed and returned to the engineering firm. Work is underway to assemble the documentation they have requested. They have requested a site inspection of 6 or 7 units. This is being arranged.



### **Capital Works Projects 2019-2020**

Council had a discussion on potential projects for the next fiscal period. Further investigation and costing of the suggestions will be undertaken.

### **Alterations to Common Property**

A discussion on the circumstances of several alterations to Common Property was requested. The discussion was tabled until the next meeting.

### **Painting Maintenance**

Several areas of the complex have required painting that were missed during the painting project. The complex handyman has undertaken this work. The cost incurred will be billed back to the painting company as this was warranty work.

The painting contractor has undertaken the repainting of some of the eavestroughs that were peeling.

### **COMMITTEE REPORTS:**

#### **Maintenance Report: Bob Pieper**

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

#### **Gardening Report: Lucy Worobetz**

No report.

#### **Bylaws: - Doug Pawson**

Various situations were observed where vehicles are being parked overnight without a unit number sticker being displayed. License numbers will now be recorded, and repeat offenders will be warned and potentially the associated Owner fined.

Owners are reminded of Bylaw 12(7)(b): *Visitors using the visitor parking area, must display on their dash an approved visitor parking pass if parked between the hours of 11pm and 7 am.*

As well, in Bylaw 12(8)(a): *Residents must not park their vehicle, in parking spaces designated as visitor parking.*

### **CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 8, 47, 58, 71, 76, 85, 88 and 95.

### **OTHER STRATA BUSINESS:**



Maintenance Report LMS133 Peninsula Village  
September 15 to October 15 2018

Items recently attended to

1. Replacement broken sprinkler head 152 boulevard
2. Pond pump maintenance and leaf skimming
3. Bulb changing – Garage front lights and pole lights
4. Installation two small blinds in Clubhouse - Thx Audrey
5. Lines and graphics repainted – main thoroughfares
6. Eave trough repainting – John Boy warranty work
7. Organize dryer vent cleanout day for Oct 30
8. Capping of entrance step railing.

Upcoming Routine Maintenance Jobs to be scheduled

1. Columbia Irrigation – sprinkler blow out
2. Winterize pond and remove fountain pump
3. Schedule fall hose bib check and remove devices
4. Over the Top Cleaners - major fall roof cleaning
5. Continuation of capping of porch hand rails...

Notice to Owners-- Soffit lighting and back patio illumination is known to keep unwanted prowlers away.  
Think about removing hoses from hose bibs prior to freeze up...

Respectfully submitted  
H. Mueller/R. Pieper

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**  
**Budget Comparison**

Period From May 2018 - September 2018  
Books = Accrual

	PTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	168,903.65	168,902.90	405,367.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	140.59	495.50	291.65	700.00
Total Operating Revenue	<u>33,921.32</u>	<u>181,399.15</u>	<u>169,194.55</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>33,921.32</b>	<b>181,399.15</b>	<b>169,194.55</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	259.49	1,113.13	1,291.65	3,100.00
Gas	13.89	117.89	125.00	300.00
Refuse Pick-up	1,805.61	9,028.05	9,867.50	23,682.00
Total Utilities	<u>2,078.99</u>	<u>10,259.07</u>	<u>11,284.15</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	839.35	4,773.17	8,333.35	20,000.00
Roof Maintenance	0.00	2,520.00	8,333.35	20,000.00
Enterphone / Phone Lines	67.40	324.24	208.35	500.00
Supplies	0.00	560.40	208.35	500.00
Total Repairs and Maintenance	<u>906.75</u>	<u>8,177.81</u>	<u>17,083.40</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	0.00	0.00	2,916.65	7,000.00
Sewers/Drains	3,454.50	4,162.31	2,083.35	5,000.00
Landscape Maintenance	5,580.75	27,907.70	26,666.65	64,000.00
Landscape Improvements	4,044.40	6,833.49	7,500.00	18,000.00
Pest Control	318.86	1,566.84	1,666.65	4,000.00
Entrance Gates	1,165.09	1,165.09	833.35	2,000.00
Total Grounds	<u>14,563.60</u>	<u>41,635.43</u>	<u>41,666.65</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	28,682.50	28,750.00	69,000.00
Insurance Valuation	0.00	0.00	100.00	240.00
Strata Management - Fees	2,045.40	10,227.00	10,227.10	24,545.00
Depreciation Report/Consulting	0.00	0.00	2,500.00	6,000.00
Sundry Items	64.94	2,332.83	1,416.65	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	56,166.69	56,166.65	134,800.00
Total Administration	<u>19,080.17</u>	<u>97,409.02</u>	<u>99,160.40</u>	<u>237,985.00</u>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>0.00</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>36,629.51</b>	<b>161,753.78</b>	<b>169,194.60</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>-2,708.19</b>	<b>19,645.37</b>	<b>-0.05</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= September 2018

Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	78,776.29
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	527,232.77
Total Contingency Reserve Fund	527,232.77
Total Cash	607,509.06
Prepaid Insurance	34,419.00
Accounts Receivable	5,206.68
Total Current Assets	647,134.74
TOTAL ASSETS	647,134.74
LIABILITIES AND EQUITY AND FUND BALANCES	
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	56,166.69
CRF Current Year Interest	2,871.53
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	527,232.77
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	19,645.37
Total Retained Earnings	119,901.97
TOTAL EQUITY AND FUND BALANCES	647,134.74
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	647,134.74

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Sep 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>853.64</b>	<b>= Beginning Balance =</b>
pen0133	BC Hydro (v0000004)	35.25	0.00	888.89	Acct 5216 081 - June 28 - August 28, 2018
pen0133	BC Hydro (v0000004)	224.24	0.00	1,113.13	Acct 1875 644 - June 28 - August 28, 2018
	<b>Net Change=259.49</b>	<b>259.49</b>	<b>0.00</b>	<b>1,113.13</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>104.00</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	13.89	0.00	117.89	Acct 862749 - July 25 - August 28, 2018
	<b>Net Change=13.89</b>	<b>13.89</b>	<b>0.00</b>	<b>117.89</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>7,222.44</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	9,028.05	Monthly refuse pickup - September 2018
	<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>9,028.05</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>3,933.82</b>	<b>= Beginning Balance =</b>
pen0133	Columbia Irrigation Ltd. (v0000627)	116.55	0.00	4,050.37	Repair broken pipe
pen0133	Sten Christiansen (v0000870)	722.80	0.00	4,773.17	Hand rails & other supplies
	<b>Net Change=839.35</b>	<b>839.35</b>	<b>0.00</b>	<b>4,773.17</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>2,520.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,520.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>256.84</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	33.70	0.00	290.54	Acct 2387425829 - 604-536-0529 - Sept 4 - Oct 3, 2018
pen0133	Telus (v0000038)	33.70	0.00	324.24	Acct 2387425838 - 604-536-0181 - Sept 4 - Oct 3, 2018
	<b>Net Change=67.40</b>	<b>67.40</b>	<b>0.00</b>	<b>324.24</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>560.40</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>560.40</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>707.81</b>	<b>= Beginning Balance =</b>
pen0133	Edenflo Pump Truck Services Ltd. (v0000922)	3,454.50	0.00	4,162.31	Catch basin service
	<b>Net Change=3,454.50</b>	<b>3,454.50</b>	<b>0.00</b>	<b>4,162.31</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>22,326.95</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	27,907.70	Landscape maintenance - September 2018
	<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>27,907.70</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>2,789.09</b>	<b>= Beginning Balance =</b>
pen0133	TruCraft Construction Ltd. (v0002265)	3,494.40	0.00	6,283.49	Reimbursement-cedar hedging replacement
pen0133	Sten Christiansen (v0000870)	550.00	0.00	6,833.49	Landscaping
	<b>Net Change=4,044.40</b>	<b>4,044.40</b>	<b>0.00</b>	<b>6,833.49</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>1,247.98</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	318.86	0.00	1,566.84	Pest control - September 2018
	<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>1,566.84</b>	<b>= Ending Balance =</b>

\* Amounts In cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

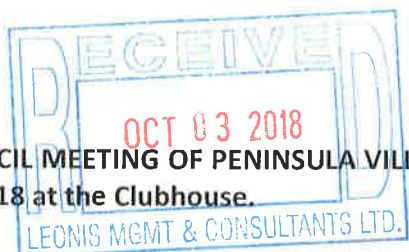
Period = Sep 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>536000</b>	<b>Entrance Gates</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	Avant Guard Gate & Access Controls Ltd. (v0000387)	1,155.84	0.00	1,155.84	Re and re gates to complete work after plate welding
pen0133	Sten Christiansen (v0000870)	9.25	0.00	1,165.09	Misc. supplis
	<b>Net Change=1,165.09</b>	<b>1,165.09</b>	<b>0.00</b>	<b>1,165.09</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>22,946.00</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	5,736.50	0.00	28,682.50	Insurance expense
	<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>28,682.50</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>8,181.60</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	10,227.00	Strata management fees
	<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>10,227.00</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>2,267.89</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	39.94	0.00	2,307.83	Photocopies, faxes & mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	2,332.83	Bank Service Charge
	<b>Net Change=64.94</b>	<b>64.94</b>	<b>0.00</b>	<b>2,332.83</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>44,933.36</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	56,166.69	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>56,166.69</b>	<b>= Ending Balance =</b>
<b>804100</b>	<b>Enterphone Project</b>			<b>597.45</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45</b>	<b>= Ending Balance =</b>
<b>807000</b>	<b>Clubhouse / Amenity Project</b>			<b>3,675.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
		<b>36,629.51</b>	<b>0.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held September 26, 2018 at the Clubhouse.**



**PRESENT:**

Doug Pawson	- President
Dot Roulson	- Vice-President
Myrna Cohen	- Secretary
Sten Christiansen	- Treasurer
Lucy Worobetz	- Landscaping
Bob Pieper	- Maintenance

To contact the Strata Council, please email [admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we have for you, contact the Secretary at [admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Herb Mueller

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd;  
Seven Owners from units along 24<sup>th</sup> Avenue.

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:01 p.m.

**MINUTES:**

It was moved by Bob Pieper, seconded by Dot Roulson, that the Strata Council Meeting minutes of August 16, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**152<sup>nd</sup> Street Entrance Gate**

The entrance gate bolts were coming loose from the brick post. Avant Guard has welded and affixed new brackets to this gate. This has appeared to strengthen this area and the instability. Council is satisfied with the improvement but will continue to monitor.

**Owner Contact List**

The previous Owner contact list was last distributed in 2016. Council was provided with an updated Owner contact list. Once the information has been verified as accurate copies will be distributed to all Owners.

**Snow Clearing**

Bob Pieper advised Council that Vista will no longer be able to provide partial snow clearing services for the site. Diamond Shovel will now be contracted to provide snow clearing for the main roads and walkways for the upcoming winter season.

**Moss on Roofs**

Mid Valley Roofing has been contracted to install the zinc strips on the lower level of the affected roofs. Work will begin when it can be scheduled. Owners will be notified prior to work beginning.



**TREASURER'S REPORT – Frank Schindelka:**

Following review, it was moved by Sten Christiansen, seconded by Myrna Cohen, that the August 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Clubhouse Blinds**

Council reviewed a request from the Social Committee to fund additional (2) roll-up blinds for the Clubhouse windows. Following discussion, it was moved by Bob Pieper, seconded by Lucy Worobetz, that the additional blinds be purchased at a total cost of approximately \$475.00, carried.

**Cedar Tree Replacement 24<sup>th</sup> Avenue**

A project was undertaken to replace the dying trees along 24<sup>th</sup> Avenue from the gate to 152<sup>nd</sup> Street. Unfortunately, the trees planted were not dense enough and resulted in many privacy gaps. New taller and denser cedars have been ordered and will replace the other trees. A search for a contractor to plant the new trees is underway. It is anticipated the new cedar trees will be planted within the next week.

**COMMITTEE REPORTS:**

**Maintenance Report:** Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

**Gardening Report:** Lucy Worobetz

New, larger hedging (6-7') has been purchased (32 shrubs) that will be used to replace and augment the perimeter hedging along 24<sup>th</sup> Avenue; overhanging tree boughs will be pruned back, once most of the leaves have fallen; four (4) lawns have been repaired; and, Vista has made a significant change in their crew that appears to have had a very positive effect on the work being done.

**Bylaws:** - Doug Pawson

Reports have been received of a barking dog (resolved), and trade trucks parking in the Fire Lane. Owners have been advised.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 2, 6, 8, 15, 25, 33, 53, 75, 80, 85, and 93.

**OTHER STRATA BUSINESS:**



Maintenance Report LMS133 Peninsula Village  
August 15 to Sept 15 2018

Items recently attended to

1. Lundine – replace screen - Clubhouse kitchen window
2. Ednflo - clean and flush catch basins
3. Pavement repair phase 1. – crack filling all roadways.
4. Avant Guard – repairs to entrance gate brackets -152 street.
5. Columbia Irrigation – Sprinkler system damage repaired.
6. Midvalley Roofing – Arrange for zinc strips on roof tops.
7. Etron Electric – replace light 152 kiosk – sign illumination.
8. Etron Electric - replace exterior grounding assy. Unit 18.
9. Flat roof drain unplugged - re standing water - unit 37.
10. Organize dryer vent cleaning. See owner sign up sheet.
11. Replacement of cleanout cap at unit 76 - Thx Jiim.
12. Installation of plastic capping on porch railings. Thx Jim.
13. Repainting of roadway lines and graphics.

Upcoming Routine Maintenance Jobs to be scheduled

1. John Boy Painters - repainting of peeling eave troughs.
2. Replacement of pressure treated edging.
3. Winterizing of pond and irrigation system.
4. Discuss need for fire place service sign up.

Notice to Owners-- Soffit lighting and back patio illumination is known to keep unwanted prowlers away.

**Think about removing hoses from hose bibs prior to freeze up.**

Respectfully submitted  
H. Mueller/R. Pieper

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**  
**Budget Comparison**

Period From May 2018 - August 2018  
Books = Accrual

	PTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	135,122.92	135,122.32	405,367.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	109.45	354.91	233.32	700.00
Total Operating Revenue	<u>33,890.18</u>	<u>147,477.83</u>	<u>135,355.64</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>33,890.18</b>	<b>147,477.83</b>	<b>135,355.64</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	853.64	1,033.32	3,100.00
Gas	19.43	104.00	100.00	300.00
Refuse Pick-up	1,805.61	7,222.44	7,894.00	23,682.00
Total Utilities	<u>1,825.04</u>	<u>8,180.08</u>	<u>9,027.32</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	1,037.00	3,933.82	6,666.68	20,000.00
Roof Maintenance	2,520.00	2,520.00	6,666.68	20,000.00
Enterphone / Phone Lines	67.40	256.84	166.68	500.00
Supplies	0.00	560.40	166.68	500.00
Total Repairs and Maintenance	<u>3,624.40</u>	<u>7,271.06</u>	<u>13,666.72</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	0.00	0.00	2,333.32	7,000.00
Sewers/Drains	707.81	707.81	1,666.68	5,000.00
Landscape Maintenance	5,580.75	22,326.95	21,333.32	64,000.00
Landscape Improvements	187.25	2,789.09	6,000.00	18,000.00
Pest Control	318.86	1,247.98	1,333.32	4,000.00
Entrance Gates	0.00	0.00	666.68	2,000.00
Total Grounds	<u>6,794.67</u>	<u>27,071.83</u>	<u>33,333.32</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	22,946.00	23,000.00	69,000.00
Insurance Valuation	0.00	0.00	80.00	240.00
Strata Management - Fees	2,045.40	8,181.60	8,181.68	24,545.00
Depreciation Report/Consulting	0.00	0.00	2,000.00	6,000.00
Sundry Items	60.48	2,267.89	1,133.32	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	44,933.36	44,933.32	134,800.00
Total Administration	<u>19,075.71</u>	<u>78,328.85</u>	<u>79,328.32</u>	<u>237,985.00</u>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
Total Projects	<u>0.00</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>31,319.82</b>	<b>125,124.27</b>	<b>135,355.68</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b><u>2,570.36</u></b>	<b><u>22,353.56</u></b>	<b><u>-0.04</u></b>	<b><u>0.00</u></b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**  
**Balance Sheet**  
 Period= August 2018  
 Book= Accrual

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<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	76,829.66
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	515,318.38
Total Contingency Reserve Fund	515,318.38
Total Cash	593,648.04
Prepaid Insurance	40,155.50
Accounts Receivable	4,485.56
Total Current Assets	638,289.10
<b>TOTAL ASSETS</b>	638,289.10
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Strata Fees Received In Advance	360.56
Total Current Liabilities	360.56
<b>TOTAL LIABILITIES</b>	360.56
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	44,933.36
CRF Current Year Interest	2,190.47
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	515,318.38
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	22,353.56
Total Retained Earnings	122,610.16
<b>TOTAL EQUITY AND FUND BALANCES</b>	637,928.54
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	638,289.10

\* Amounts in cad

## Peninsula Village - LMS 133 (pen0133) General Ledger

Period = Aug 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>853.64</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>853.64</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>84.57</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	19.43	0.00	104.00	Jun 27/18- Jul 15/18 gas #862749
	<b>Net Change=19.43</b>	<b>19.43</b>	<b>0.00</b>	<b>104.00</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>5,416.83</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	7,222.44	August 2018 waste removal
	<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>7,222.44</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>2,896.82</b>	<b>= Beginning Balance =</b>
pen0133	Sten Christiansen (v0000870)	1,037.00	0.00	3,933.82	Top up petty cash
	<b>Net Change=1,037.00</b>	<b>1,037.00</b>	<b>0.00</b>	<b>3,933.82</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	Over The Top Cleaners Inc. (v0000097)	2,520.00	0.00	2,520.00	Gutter & roof cleaning
	<b>Net Change=2,520.00</b>	<b>2,520.00</b>	<b>0.00</b>	<b>2,520.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>189.44</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	33.70	0.00	223.14	Aug 4/18- Sept 3/18 acct #2387425829
pen0133	Telus (v0000038)	33.70	0.00	256.84	Aug 4/18- Sept 3/18 acct #2387425838
	<b>Net Change=67.40</b>	<b>67.40</b>	<b>0.00</b>	<b>256.84</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>560.40</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>560.40</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	Edenflo Pump Truck Services Ltd. (v0000922)	707.81	0.00	707.81	Hydro flushing servlce
	<b>Net Change=707.81</b>	<b>707.81</b>	<b>0.00</b>	<b>707.81</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>16,746.20</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	22,326.95	August 2018 landscaping
	<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>22,326.95</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>2,601.84</b>	<b>= Beginning Balance =</b>
pen0133	Sten Christiansen (v0000870)	187.25	0.00	2,789.09	Top up petty cash
	<b>Net Change=187.25</b>	<b>187.25</b>	<b>0.00</b>	<b>2,789.09</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>929.12</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	318.86	0.00	1,247.98	August 2018 pest control
	<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>1,247.98</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Aug 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>550500</b>	<b>Insurance</b>			<b>17,209.50</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	5,736.50	0.00	22,946.00	Insurance expense
	<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>22,946.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>6,136.20</b>	<b>= Beginning Balance =</b>
pen0133	Leons Management & Consultants Ltd. (v0000005)	2,045.40	0.00	8,181.60	August 2018 strata management fee's
	<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>8,181.60</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>2,207.41</b>	<b>= Beginning Balance =</b>
pen0133	Leons Management & Consultants Ltd. (v0000005)	35.48	0.00	2,242.89	Photocopies, faxes, and mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	2,267.89	Bank Service Charge
	<b>Net Change=60.48</b>	<b>60.48</b>	<b>0.00</b>	<b>2,267.89</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>33,700.03</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	44,933.36	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>44,933.36</b>	<b>= Ending Balance =</b>
<b>804100</b>	<b>Enterphone Project</b>			<b>597.45</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45</b>	<b>= Ending Balance =</b>
<b>807000</b>	<b>Clubhouse / Amenity Project</b>			<b>3,675.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
		<b>31,319.82</b>	<b>0.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held August 16, 2018 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Dot Roulson - Vice-President  
Lucy Worobetz - Landscaping  
Bob Pieper - Maintenance  
Herb Mueller - Maintenance

**REGRETS:** Sten Christiansen - Treasurer  
Myrna Cohen - Secretary

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**GUESTS:**

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**MINUTES:**

It was moved by Lucy Worobetz, seconded by Herb Mueller, that the Strata Council Meeting minutes of June 20, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Clubhouse Fireplace:**

The fireplace has been inspected and working. Thanks to Herb for coordinating.

**Council – Replacement of Vacant Council Position**

Dot Roulson has agreed to join Council in the position of Vice-President.

**Rabbits in Complex**

Council contacted the contractor previously used and was advised there is no effective way to trap the rabbit(s). Owners are requested to not feed the rabbit. No further action will be taken.

**152<sup>nd</sup> Gate Opening**

Council received considerable feedback from various owners on the proposal. Based on this feedback, Council has agreed to **not** leave the 152<sup>nd</sup> gate open during the day. Other options will be explored in order to extend the life of the gate.

**Council Computer**

A laptop has been purchased and is being utilized by the Secretary.



## **TREASURER'S REPORT:**

Following review, it was moved by Lucy Worobetz, seconded by Bob Pieper, that the June 2018 Financial Report be accepted as presented, carried.

Following review, it was moved by Dot Roulson, seconded by Herb Mueller, that the July 2018 Financial Report be accepted as presented, carried.

A copy of these Financial Reports is attached to these Minutes for Owner's information.

## **NEW BUSINESS:**

### **152<sup>nd</sup> Gate Problem**

The bolts holding the entrance gate bracket to the brick post have come loose. Several of the bricks are also loose. Our contractor was contacted and after inspection, recommended that we install a bracket around the brick post to secure the bracket. This repair will be undertaken as soon as possible.

The paving stones on the exit gate, due to settling, are close to interfering with the opening of the gate. The paving stones will be re-laid as a future project prior to winter and the first snow fall.

### **Depreciation Report Update**

The engineering firm has been contacted to proceed with updating our Depreciation Report, as was approved by owners at the AGM.

### **Smoke Alarms**

Council would like to remind owners that the interior attached smoke alarms, those that were installed with the original construction, may not be effective. Smoke alarms typically have a 10-year life.

Owners are encouraged to upgrade these smoke alarms. Home Depot does carry replacement units that would replace existing. The replacement of a smoke alarm would be an owner's expense, **not** covered by the Strata.

Council also encourages owners to have a Carbon Monoxide (CO) alarm.

<https://www.fortisbc.com/Safety/NaturalGasSafety/Pages/Carbon-monoxide.aspx>

### **Owner Contact List**

The owner contact list that was provided to owners needs to be updated, last list was from 2016. Owners who do not want their phone number to be included on the list are requested to contact Council [admin@peninsula133.ca](mailto:admin@peninsula133.ca) to advise as such. The updated list will be hand distributed to each owner and will not be posted on the website.

### **Snow Clearing**

Plans for this coming winter were discussed, and vendors and contracts will be investigated.

### **Damage to Privacy Fence**

It was observed that an owner had permanently attached items to the privacy fence, by screwing into the fence posts. The owner has since removed the items. Council advised the owner that we will be replacing the posts, at the owner's expense.

Owners are reminded **not to attach** anything to the privacy fences, either the metal or vinyl portion.

### **Moss Remediation on Roofs**

There is a problem with moss growing on many of the roofs. Council has determined that attaching zinc strips may correct this problem. A project will be undertaken to install the zinc strips to affected units.

### **COMMITTEE REPORTS:**

#### **Maintenance Report:** Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

### **Owners are advised to report any gurgling noises in pipes to the strata council immediately.**

#### **Gardening Report:** Lucy Worobetz

Meetings have been held with Vista on the quality of their work. The performance of Vista has since been monitored over the past few weeks, and Council feels they have been doing a better job.

- Pruned cedars along East fence, done biannually,
- Trimmed cedar trees and removed 3 dead trees behind units 42 & 60,
- Spread top soil, gravel and river rock in required areas,
- Three trees removed,

Cedar hedging beside 24<sup>th</sup> Ave gate will be replaced in Oct/Nov by Vista

Thanks to all for your diligent watering during this dry period.

#### **Bylaws:** - Doug Pawson

There have been various violations over the past months:

- Owner permanently attached items to privacy fence;
- Owner parking vehicle long term in complex without a long-term parking permit completed and approved, as well as the owner of the vehicle not actually staying at the owner's unit;
- Owners parking on fire lanes and sidewalks overnight;
- Owners parking vehicles overnight without their unit number tag displayed.

Council would also like to remind owners of the home-based business Bylaws that were approved at the AGM:

#### ***5. Strata Lot Uses and Occupancy***

- (4) An owner, tenant or occupant may operate a home based business provided that:*

- (a) the bylaws of the municipality permit them to do so;*
- (b) they comply with all requirements and conditions contained in the municipal bylaws, including maintaining a valid business license;*
- (c) the business does not involve clients or customers of the business attending the strata lot;*
- (d) the business does not involve routine deliveries of products and goods to the strata lot (other than the occasional courier);*
- (e) the business does not involve:*
  - (i) the use of hazardous or dangerous materials;*
  - (ii) the use of machinery product;*
- (f) the operation of the business does not produce an unreasonable level of noise or odours;*
- (g) the owner, tenant or occupant maintains commercial liability insurance in an amount of no less than \$1 million;*
- (h) the owner or occupant advises the strata corporation of the operation of said home based business.*

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 6, 7, 13, 20, 22, 24, 29, 30, 33, 39, 40, 48, 52, 53, 55, 58, 61, 64, 65, 69, 70, 82, 84, 85, 90, 91.

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:45 p.m.

The next regular Council Meeting is scheduled for **Wednesday, September 26, 2018 @ 7:00 p.m.**

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:

The Owners, Strata Corporation LMS 133  
c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
Faxes may be sent via Leonis to 604 575 5476.

Residents of Peninsula Village are advised that they can obtain current and archival Minutes of Meetings, Financial Reports, Rules, Bylaws and Insurance for Peninsula Village by visiting the

- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

Maintenance Report LMS33 Peninsula Village  
Jun 15. 2018 – August 15, 2018

Items recently undertaken:

- 1) Lundline – service calls to repair patio door rollers x 2,
- 2) Over The Top Cleaners – summer pine needle roof cleaning,
- 3) Meet with Edenflo rep to get catch basin cleanout quote,
- 4) Choose company to paint lines and fill roadway cracks,
- 5) Edenflo, - sanitary sewer flushing,
- 6) Rotban – arrange to meet with Moss Remediation committee,
- 7) Power washing front entrance and clubhouse parking area,
- 8) Identify and list all road and side yard catch basins – Thx Jim,
- 9) Buy and install new ceiling fan in Clubhouse – Thx Lucy,
- 10) Edenflo – power vac and flush roadway catch basins,
- 11) Miscellaneous pond maintenance and lawn watering.

Upcoming Routine Maintenance Jobs to be scheduled:

- 1) Schedule sign up program dryer vent vacuuming
- 2) Schedule repainting of roadway marking and graphics
- 3) Call SWR to provide cap on cleanout at #76,
- 4) On site visit Rot Ban cleaners - Roof moss remediation,
- 5) Replacement of pressure treated 2X4 edging – common property,
- 6) John Boy - Identify and schedule warranty painting work.

Notice to Owners--Soffit lighting and back patio illumination is known to keep unwanted prowlers away. With hot weather here, be careful of leaving doors open unattended.

Respectfully submitted

H. Mueller/R. Pieper

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2018 - June 2018

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	67,561.46	67,561.16	405,367.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	75.71	151.01	116.66	700.00
Total Operating Revenue	<u>33,856.44</u>	<u>79,712.47</u>	<u>67,677.82</u>	<u>406,067.00</u>
<b>TOTAL REVENUE</b>	<b>33,856.44</b>	<b>79,712.47</b>	<b>67,677.82</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	583.41	516.66	3,100.00
Gas	19.43	47.15	50.00	300.00
Refuse Pick-up	1,805.61	3,611.22	3,947.00	23,682.00
Total Utilities	<u>1,825.04</u>	<u>4,241.78</u>	<u>4,513.66</u>	<u>27,082.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	896.50	2,581.82	3,333.34	20,000.00
Roof Maintenance	0.00	0.00	3,333.34	20,000.00
Enterphone / Phone Lines	60.68	121.36	83.34	500.00
Supplies	0.00	560.40	83.34	500.00
Total Repairs and Maintenance	<u>957.18</u>	<u>3,263.58</u>	<u>6,833.36</u>	<u>41,000.00</u>
Grounds				
Roadways/Walkways	0.00	0.00	1,166.66	7,000.00
Sewers/Drains	0.00	0.00	833.34	5,000.00
Landscape Maintenance	5,584.70	11,165.45	10,666.66	64,000.00
Landscape Improvements	1,462.74	2,003.34	3,000.00	18,000.00
Pest Control	305.13	610.26	666.66	4,000.00
Entrance Gates	0.00	0.00	333.34	2,000.00
Total Grounds	<u>7,352.57</u>	<u>13,779.05</u>	<u>16,666.66</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	11,473.00	11,500.00	69,000.00
Insurance Valuation	0.00	0.00	40.00	240.00
Strata Management - Fees	2,045.40	4,090.80	4,090.84	24,545.00
Depreciation Report/Consulting	0.00	0.00	1,000.00	6,000.00
Sundry Items	447.49	1,159.50	566.66	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	22,466.70	22,466.66	134,800.00
Total Administration	<u>19,462.72</u>	<u>39,190.00</u>	<u>39,664.16</u>	<u>237,985.00</u>
Projects				
Enterphone Project	597.45	597.45	0.00	0.00
Clubhouse / Amenity Project	3,675.00	3,675.00	0.00	0.00
Total Projects	<u>4,272.45</u>	<u>4,272.45</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>33,869.96</b>	<b>64,746.86</b>	<b>67,677.84</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>-13.52</b>	<b>14,965.61</b>	<b>-0.02</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= June 2018

Book= Accrual

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<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	57,631.07
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	491,758.66
Total Contingency Reserve Fund	491,758.66
Total Cash	550,889.73
Prepaid Insurance	51,628.50
Accounts Receivable	4,481.08
Total Current Assets	606,999.31
<b>TOTAL ASSETS</b>	<b>606,999.31</b>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Accrued Liabilities	18.44
Total Current Liabilities	18.44
<b>TOTAL LIABILITIES</b>	<b>18.44</b>
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	22,466.70
CRF Current Year Interest	1,097.41
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	491,758.66
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	14,965.61
Total Retained Earnings	115,222.21
<b>TOTAL EQUITY AND FUND BALANCES</b>	<b>606,980.87</b>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<b>606,999.31</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jun 2018

Book = Accrual

Sort On = Description

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>583.41</b>	<b>= Beginning Balance =</b>
	Net Change=0.00	<b>0.00</b>	<b>0.00</b>	<b>583.41</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>27.72</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	19.43	0.00	47.15	Apr 27/18- May 25/18 gas #862749
	Net Change=19.43	<b>19.43</b>	<b>0.00</b>	<b>47.15</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>1,805.61</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	3,611.22	June 2018 waste removal
	Net Change=1,805.61	<b>1,805.61</b>	<b>0.00</b>	<b>3,611.22</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>1,685.32</b>	<b>= Beginning Balance =</b>
pen0133	Blaine Moore Plumbing Ltd. (v0001931)	183.75	0.00	1,869.07	Repaired hose bib at unit# 93 (rear)
pen0133	Sten Christiansen (v0000870)	712.75	0.00	2,581.82	Reimbursement- petty cash
	Net Change=896.50	<b>896.50</b>	<b>0.00</b>	<b>2,581.82</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>60.68</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	30.34	0.00	91.02	Jun 4/18- Jul 3/18 acct #2387425838
pen0133	Telus (v0000038)	30.34	0.00	121.36	Jun 4/18- Jul 3/18 acct #2387425829
	Net Change=60.68	<b>60.68</b>	<b>0.00</b>	<b>121.36</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>560.40</b>	<b>= Beginning Balance =</b>
	Net Change=0.00	<b>0.00</b>	<b>0.00</b>	<b>560.40</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>5,580.75</b>	<b>= Beginning Balance =</b>
pen0133	Sten Christiansen (v0000870)	3.95	0.00	5,584.70	Reimbursement- petty cash
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	11,165.45	June 2018 landscaping
	Net Change=5,584.70	<b>5,584.70</b>	<b>0.00</b>	<b>11,165.45</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>540.60</b>	<b>= Beginning Balance =</b>
pen0133	City Of Surrey (v0000026)	146.00	0.00	686.60	Tree cutting permit
pen0133	City Of Surrey (v0000026)	800.00	0.00	1,486.60	Replacement tree security deposit (x2)
pen0133	Sten Christiansen (v0000870)	373.20	0.00	1,859.80	Reimbursement- petty cash
pen0133	Vista Landscape Services Ltd. (v0000064)	143.54	0.00	2,003.34	Supply & planting emerald cedars
	Net Change=1,462.74	<b>1,462.74</b>	<b>0.00</b>	<b>2,003.34</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>305.13</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	305.13	0.00	610.26	June 2018 pest control
	Net Change=305.13	<b>305.13</b>	<b>0.00</b>	<b>610.26</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>5,736.50</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	5,736.50	0.00	11,473.00	Insurance expense
	Net Change=5,736.50	<b>5,736.50</b>	<b>0.00</b>	<b>11,473.00</b>	<b>= Ending Balance =</b>



\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jun 2018

Book = Accrual

Sort On = Description

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>552000</b>	<b>Strata Management - Fees</b>			<b>2,045.40</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	4,090.80	June 2018 strata management fees
	<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>4,090.80</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>712.01</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	737.01	Bank Service Charge
pen0133	Leonis Management & Consultants Ltd. (v0000005)	87.19	0.00	824.20	Photocopies, faxes, mailings
pen0133	Sten Christlansen (v0000870)	335.30	0.00	1,159.50	Reimbursement- petty cash
	<b>Net Change=447.49</b>	<b>447.49</b>	<b>0.00</b>	<b>1,159.50</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>11,233.37</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	22,466.70	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>22,466.70</b>	<b>= Ending Balance =</b>
<b>804100</b>	<b>Enterphone Project</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	Full Spectrum Access & Communications (v0000719)	413.70	0.00	413.70	Remainder of telephone access upgrade
pen0133	Full Spectrum Access & Communications (v0000719)	183.75	0.00	597.45	Installation of wood backing on enterphone
	<b>Net Change=597.45</b>	<b>597.45</b>	<b>0.00</b>	<b>597.45</b>	<b>= Ending Balance =</b>
<b>807000</b>	<b>Clubhouse / Amenity Project</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	Sure Fire Gas Services (v0002159)	3,675.00	0.00	3,675.00	New fireplace
	<b>Net Change=3,675.00</b>	<b>3,675.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
		<b>33,869.96</b>	<b>0.00</b>		

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2018 - July 2018

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	101,342.19	101,341.74	405,367.00
Transfer from Contingency Reserve Fund	0.00	12,000.00	0.00	0.00
Interest Income - Operating	94.45	245.46	174.99	700.00
<b>Total Operating Revenue</b>	<b>33,875.18</b>	<b>113,587.65</b>	<b>101,516.73</b>	<b>406,067.00</b>
<b>TOTAL REVENUE</b>	<b>33,875.18</b>	<b>113,587.65</b>	<b>101,516.73</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	270.23	853.64	774.99	3,100.00
Gas	37.42	84.57	75.00	300.00
Refuse Pick-up	1,805.61	5,416.83	5,920.50	23,682.00
<b>Total Utilities</b>	<b>2,113.26</b>	<b>6,355.04</b>	<b>6,770.49</b>	<b>27,082.00</b>
Repairs & Maintenance				
Repairs & Maintenance - General	315.00	2,896.82	5,000.01	20,000.00
Roof Maintenance	0.00	0.00	5,000.01	20,000.00
Enterphone / Phone Lines	68.08	189.44	125.01	500.00
Supplies	0.00	560.40	125.01	500.00
<b>Total Repairs and Maintenance</b>	<b>383.08</b>	<b>3,646.66</b>	<b>10,250.04</b>	<b>41,000.00</b>
Grounds				
Roadways/Walkways	0.00	0.00	1,749.99	7,000.00
Sewers/Drains	0.00	0.00	1,250.01	5,000.00
Landscape Maintenance	5,580.75	16,746.20	15,999.99	64,000.00
Landscape Improvements	598.50	2,601.84	4,500.00	18,000.00
Pest Control	318.86	929.12	999.99	4,000.00
Entrance Gates	0.00	0.00	500.01	2,000.00
<b>Total Grounds</b>	<b>6,498.11</b>	<b>20,277.16</b>	<b>24,999.99</b>	<b>100,000.00</b>
Administration				
Insurance	5,736.50	17,209.50	17,250.00	69,000.00
Insurance Valuation	0.00	0.00	60.00	240.00
Strata Management - Fees	2,045.40	6,136.20	6,136.26	24,545.00
Depreciation Report/Consulting	0.00	0.00	1,500.00	6,000.00
Sundry Items	1,047.91	2,207.41	849.99	3,400.00
Transfer to Contingency Reserve Fund	11,233.33	33,700.03	33,699.99	134,800.00
<b>Total Administration</b>	<b>20,063.14</b>	<b>59,253.14</b>	<b>59,496.24</b>	<b>237,985.00</b>
Projects				
Enterphone Project	0.00	597.45	0.00	0.00
Clubhouse / Amenity Project	0.00	3,675.00	0.00	0.00
<b>Total Projects</b>	<b>0.00</b>	<b>4,272.45</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL DISBURSEMENTS</b>	<b>29,057.59</b>	<b>93,804.45</b>	<b>101,516.76</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>4,817.59</b>	<b>19,783.20</b>	<b>-0.03</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= July 2018

Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	68,883.36
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	503,504.49
Total Contingency Reserve Fund	503,504.49
Total Cash	573,887.85
Prepaid Insurance	45,892.00
Accounts Receivable	4,125.00
Total Current Assets	623,904.85
TOTAL ASSETS	623,904.85
LIABILITIES AND EQUITY AND FUND BALANCES	
LIABILITIES	
Current Liabilities	
Strata Fees Received in Advance	360.56
Total Current Liabilities	360.56
TOTAL LIABILITIES	360.56
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	33,700.03
CRF Current Year Interest	1,609.91
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	503,504.49
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	19,783.20
Total Retained Earnings	120,039.80
TOTAL EQUITY AND FUND BALANCES	623,544.29
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	623,904.85

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jul 2018

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>		<b>Electricity</b>			<b>583.41 = Beginning Balance =</b>	
pen0133	07-2018	BC Hydro (v0000004)	236.08	0.00	819.49	Apr 28/18- June 27/18 elec #1875-644
pen0133	07-2018	BC Hydro (v0000004)	34.15	0.00	853.64	April 28/18- June 27/18 elec #5216-081
		<b>Net Change=270.23</b>	<b>270.23</b>	<b>0.00</b>	<b>853.64 = Ending Balance =</b>	
<b>501500</b>		<b>Gas</b>			<b>47.15 = Beginning Balance =</b>	
pen0133	07-2018	FortisBC - Natural Gas (v0000003)	37.42	0.00	84.57	May 25/18- June 27/18 gas #862749
		<b>Net Change=37.42</b>	<b>37.42</b>	<b>0.00</b>	<b>84.57 = Ending Balance =</b>	
<b>503000</b>		<b>Refuse Pick-up</b>			<b>3,611.22 = Beginning Balance =</b>	
pen0133	07-2018	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	5,416.83	July 2018 waste removal
		<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>5,416.83 = Ending Balance =</b>	
<b>510000</b>		<b>Repairs and Maintenance - General</b>			<b>2,581.82 = Beginning Balance =</b>	
pen0133	07-2018	Columbia Irrigation Ltd. (v0000627)	147.00	0.00	2,728.82	Irrigation adjustments
pen0133	07-2018	Lundline Glass & Exteriors (v0000145)	168.00	0.00	2,896.82	Patio Door rollers
		<b>Net Change=315.00</b>	<b>315.00</b>	<b>0.00</b>	<b>2,896.82 = Ending Balance =</b>	
<b>513000</b>		<b>Enterphone / Phone Lines</b>			<b>121.36 = Beginning Balance =</b>	
pen0133	07-2018	Telus (v0000038)	34.04	0.00	155.40	July 4/18- August 3/18 acct #2387425829
pen0133	07-2018	Telus (v0000038)	34.04	0.00	189.44	July 4/18- August 3/18 acct #2387425838
		<b>Net Change=68.08</b>	<b>68.08</b>	<b>0.00</b>	<b>189.44 = Ending Balance =</b>	
<b>521000</b>		<b>Supplies</b>			<b>560.40 = Beginning Balance =</b>	
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>560.40 = Ending Balance =</b>	
<b>533000</b>		<b>Landscape Maintenance</b>			<b>11,165.45 = Beginning Balance =</b>	
pen0133	07-2018	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	16,746.20	July 2018 landscaping
		<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>16,746.20 = Ending Balance =</b>	
<b>533500</b>		<b>Landscape Improvements</b>			<b>2,003.34 = Beginning Balance =</b>	
pen0133	07-2018	Vista Landscape Services Ltd. (v0000064)	598.50	0.00	2,601.84	Delivery of bulk landscape material
		<b>Net Change=598.50</b>	<b>598.50</b>	<b>0.00</b>	<b>2,601.84 = Ending Balance =</b>	
<b>535500</b>		<b>Pest Control</b>			<b>610.26 = Beginning Balance =</b>	
pen0133	07-2018	Abell Pest Control Inc. (v0000344)	318.86	0.00	929.12	July 2018 pest control
		<b>Net Change=318.86</b>	<b>318.86</b>	<b>0.00</b>	<b>929.12 = Ending Balance =</b>	
<b>550500</b>		<b>Insurance</b>			<b>11,473.00 = Beginning Balance =</b>	
pen0133	07-2018	:PostRecurring Insurance expense	5,736.50	0.00	17,209.50	Insurance expense
		<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>17,209.50 = Ending Balance =</b>	
<b>552000</b>		<b>Strata Management - Fees</b>			<b>4,090.80 = Beginning Balance =</b>	
pen0133	07-2018	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	6,136.20	July 2018 strata management fee's
		<b>Net Change=2,045.40</b>	<b>2,045.40</b>	<b>0.00</b>	<b>6,136.20 = Ending Balance =</b>	

\* Amounts In cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jul 2018

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
<b>559000</b>		<b>Sundry Items</b>			<b>1,159.50</b>	<b>= Beginning Balance =</b>
pen0133	07-2018	Apply accrual against invoice	0.00	18.44	1,141.06	Apply accrual against Invoice
pen0133	07-2018	Doug Pawson (v0001314)	986.70	0.00	2,127.76	Reimbursement-new laptop/office software
pen0133	07-2018	Leonis Management & Consultants Ltd. (v0000005)	54.65	0.00	2,182.41	Photocopies, faxes, mailings
pen0133	07-2018	:PostRecurring Bank Service Charge	25.00	0.00	2,207.41	Bank Service Charge
		<b>Net Change=1,047.91</b>	<b>1,066.35</b>	<b>18.44</b>	<b>2,207.41</b>	<b>= Ending Balance =</b>
<b>561000</b>		<b>Transfer to Contingency Reserve Fund</b>			<b>22,466.70</b>	<b>= Beginning Balance =</b>
pen0133	07-2018	:PostRecurring Monthly CRF contribution	11,233.33	0.00	33,700.03	Monthly CRF contribution
		<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>33,700.03</b>	<b>= Ending Balance =</b>
<b>804100</b>		<b>Enterphone Project</b>			<b>597.45</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>597.45</b>	<b>= Ending Balance =</b>
<b>807000</b>		<b>Clubhouse / Amenly Project</b>			<b>3,675.00</b>	<b>= Beginning Balance =</b>
		<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,675.00</b>	<b>= Ending Balance =</b>
			<b>29,076.03</b>	<b>18.44</b>		

**LEONIS MANAGEMENT & CONSULTANTS LTD.**

**M E M O R A N D U M**

**TO:** Peninsula Village, C/M File

**FROM:** Jessica Schroer

**DATE:** August 16<sup>th</sup>, 2018

**RE:** Council Meeting Minutes

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Please be advised that to the best of our knowledge, the Council Meeting scheduled for July 18<sup>th</sup> had been cancelled and will be rescheduled at a later date.

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held June 20, 2018 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Myrna Cohen - Vice-President  
Sian Osborne - Secretary  
Lucy Worobetz - Landscaping  
Bob Pieper - Maintenance  
Herb Mueller - Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Sten Christiansen - Treasurer

**GUESTS:** Grant Hastings, of Leonis Management & Consultants Ltd

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**MINUTES:**

It was moved by Sian Osborne, seconded by Lucy Worobetz, that the Strata Council Meeting minutes of May 16, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Clubhouse Fireplace:**

The fireplace has been installed and a final inspection is pending for the gas line.

**TREASURER'S REPORT – Grant Hastings:**

Following review, it was moved by Myrna Cohen, seconded by Doug Pawson, that the May 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Council – Replacement of Secretary Position**

Sian Osborne will resign from council effective the end of June. Council would like to thank her for her wonderful service to the Strata and Council. Myrna Cohen has been appointed to replace her as secretary. Council will contact Owners who may be interested in the Vice-President position.

**Rabbits in Complex**

Council has noticed and been made aware of the growing population of rabbits within the Complex which are causing damage to many of the owner's plants. Council will investigate and discuss options to control the rabbit population.

### 152<sup>nd</sup> Gate Opening

Council discussed concerns about the age, and wear and tear on the 152<sup>nd</sup> gate with the constant gate openings and closings. It was suggested that the gates be left open during the day. Council will inquire with the gate maintenance contractor to determine if it is possible to put the 152<sup>nd</sup> Street gates on a timer to automatically open in the morning and close in the evening to reduce this wear and tear. If the gates can be timed, Council will try leaving these gates open during day for a 3-month test period.

### Council Computer

Council discussed the need for a laptop that can be dedicated to Strata business and used to backup Strata documentation. It was moved by Lucy Worobetz, seconded by Myrna Cohen that the strata spend up to \$1,000 to purchase a laptop computer and Microsoft office software to be used by the secretary for strata business. Motion carried.

### COMMITTEE REPORTS:

#### Maintenance Report: Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

**Owners are advised to report any gurgling noises in pipes to the strata council immediately.**

#### Gardening Report: Lucy Worobetz

We now have approval from the city of Surrey for 2 large tree removals. We are having all the East hedges pruned and as well, hedges on the North and South side of the middle section. Tree trimming was done behind a unit to allow more light for their cedar hedge. Western red cedars along 152<sup>nd</sup> are being pruned. After meeting with Vista, they will pay more attention to debris blowing. Many of us have been unhappy with the debris in our garden beds. Vista fertilized the lawns this past Wednesday. Watering by the owners would help to green them up. There are more gardening sticks, please email [admin@peninsula133.ca](mailto:admin@peninsula133.ca) if anyone requires more.

#### Bylaws: - Doug Pawson

Reports have been received of garbage bins being placed on the curb prior to garbage day, a truck parking in visitors without a permit, and a resident's vehicle parked in visitors parking. Owners are reminded of Bylaw #11 - Garbage and Bylaw #12 - Parking.

### CORRESPONDENCE:

The Strata Council received and reviewed correspondence from units: 6, 13, 14, 32, 39, 47, 55, 66, 69, 83, 84, 85, 86, 91.

### OTHER STRATA BUSINESS:



**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:20 p.m.

The next regular Council Meeting is scheduled for **Wednesday, July 18, 2018 @ 7:00 p.m.**

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:                   The Owners, Strata Corporation LMS 133  
  c/o Leonis Management & Consultants Ltd.  
  108-5455 152 Street  
  Surrey BC V3S 5A5  
  Faxes may be sent via Leonis to 604 575 5476.

Residents of Peninsula Village are advised that they can obtain current and archival Minutes of Meetings, Financial Reports, Rules, Bylaws and Insurance for Peninsula Village by visiting the

- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

Maintenance Report LMS33 Peninsula Village  
May 15. 2018 – June 15 2018

Items recently undertaken:

- 1) Clear pond pump intake of leaves and blossoms
- 2) Re- establish flow – inter – pond water course
- 3) Complete wiring – 24<sup>th</sup> Ave enclosure. Etron
- 4) Install irrigation box over inground junction box. Etron
- 5) Reset timers on boulevard sprinklers – Columbia Irrigation
- 6) Complete Owner pay window cleaning project
- 7) Lighting fixture replacement common property. Etron
- 8) Scope and clear debris – sewer pipe unit 76 – SWR
- 9) Dig up and repair sewer pipe clean out beside unit 76
- 10) Obtain quotes – line painting and crack filling, thanks Herb
- 11) Misc. Handy man job – install patio blocks along front of clubhouse
- 12) Installation of Club house fire place insert – Sure Fire Gas.

Upcoming Routine Maintenance Jobs to be scheduled:

- 1) Schedule sign up program dryer vent vacuuming
- 2) Schedule repainting of roadway marking and graphics
- 3) Power washing prior to line painting – Jim
- 4) On site visit Rot Ban cleaners - Roof moss remediation
- 5) Replacement of pressure treated 2X4 edging – common property
- 6) Discuss timing - Sewer mains flushing and catch basin cleanout.

Notice to Owners--Soffit lighting and back patio illumination is known to keep unwanted prowlers away. With hot weather here, be careful of leaving doors open unattended.

Respectfully submitted

H. Mueller/R. Pieper

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2018 - May 2018

Books = Accrual

	<b>MTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	33,780.73	33,780.58	405,367.00
Transfer from Contingency Reserve Fund	12,000.00	12,000.00	0.00	0.00
Interest Income - Operating	75.30	75.30	58.33	700.00
<b>Total Operating Revenue</b>	<b>45,856.03</b>	<b>45,856.03</b>	<b>33,838.91</b>	<b>406,067.00</b>
<b>TOTAL REVENUE</b>	<b>45,856.03</b>	<b>45,856.03</b>	<b>33,838.91</b>	<b>406,067.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	583.41	583.41	258.33	3,100.00
Gas	27.72	27.72	25.00	300.00
Refuse Pick-up	1,805.61	1,805.61	1,973.50	23,682.00
<b>Total Utilities</b>	<b>2,416.74</b>	<b>2,416.74</b>	<b>2,256.83</b>	<b>27,082.00</b>
Repairs & Maintenance				
Repairs & Maintenance - General	1,685.32	1,685.32	1,666.67	20,000.00
Roof Maintenance	0.00	0.00	1,666.67	20,000.00
Enterphone / Phone Lines	60.68	60.68	41.67	500.00
Supplies	560.40	560.40	41.67	500.00
<b>Total Repairs and Maintenance</b>	<b>2,306.40</b>	<b>2,306.40</b>	<b>3,416.68</b>	<b>41,000.00</b>
Grounds				
Roadways/Walkways	0.00	0.00	583.33	7,000.00
Sewers/Drains	0.00	0.00	416.67	5,000.00
Landscape Maintenance	5,580.75	5,580.75	5,333.33	64,000.00
Landscape Improvements	540.60	540.60	1,500.00	18,000.00
Pest Control	305.13	305.13	333.33	4,000.00
Entrance Gates	0.00	0.00	166.67	2,000.00
<b>Total Grounds</b>	<b>6,426.48</b>	<b>6,426.48</b>	<b>8,333.33</b>	<b>100,000.00</b>
Administration				
Insurance	5,736.50	5,736.50	5,750.00	69,000.00
Insurance Valuation	0.00	0.00	20.00	240.00
Strata Management - Fees	2,045.40	2,045.40	2,045.42	24,545.00
Depreciation Report/Consulting	0.00	0.00	500.00	6,000.00
Sundry Items	712.01	712.01	283.33	3,400.00
Transfer to Contingency Reserve Fund	11,233.37	11,233.37	11,233.33	134,800.00
<b>Total Administration</b>	<b>19,727.28</b>	<b>19,727.28</b>	<b>19,832.08</b>	<b>237,985.00</b>
<b>TOTAL DISBURSEMENTS</b>	<b>30,876.90</b>	<b>30,876.90</b>	<b>33,838.92</b>	<b>406,067.00</b>
<b>SURPLUS DEFICIT</b>	<b>14,979.13</b>	<b>14,979.13</b>	<b>-0.01</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**  
**Balance Sheet**  
 Period= May 2018  
 Book= Accrual

<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	52,264.17
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	479,978.39
Total Contingency Reserve Fund	<u>479,978.39</u>
Total Cash	533,742.56
Prepaid Insurance	57,365.00
Accounts Receivable	4,125.00
Total Current Assets	<u>595,232.56</u>
<b>TOTAL ASSETS</b>	<u>595,232.56</u>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Accrued Liabilities	18.44
Total Current Liabilities	<u>18.44</u>
<b>TOTAL LIABILITIES</b>	18.44
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	480,194.55
CRF Current Year Contributions	11,233.37
CRF Current Year Interest	550.47
CRF Current Year Disbursements	-12,000.00
Total Contingency Reserve Fund	<u>479,978.39</u>
Retained Earnings	
Retained Earnings - Opening Balance	100,256.60
Current Earnings	14,979.13
Total Retained Earnings	<u>115,235.73</u>
<b>TOTAL EQUITY AND FUND BALANCES</b>	<u>595,214.12</u>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<u>595,232.56</u>

\* Amounts In cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = May 2018

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>		<b>Electricity</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	BC Hydro (v0000004)	541.82	0.00	541.82	May 2018 elec #1875-644
pen0133	05-2018	BC Hydro (v0000004)	41.59	0.00	583.41	May 2018 elec #5216-081
		<b>Net Change=583.41</b>	<b>583.41</b>	<b>0.00</b>	<b>583.41</b>	<b>= Ending Balance =</b>
<b>501500</b>		<b>Gas</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	FortisBC - Natural Gas (v0000003)	27.72	0.00	27.72	May 2018 gas #862749
		<b>Net Change=27.72</b>	<b>27.72</b>	<b>0.00</b>	<b>27.72</b>	<b>= Ending Balance =</b>
<b>503000</b>		<b>Refuse Pick-up</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	1,805.61	May 2018 waste removal
		<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>1,805.61</b>	<b>= Ending Balance =</b>
<b>510000</b>		<b>Repairs and Maintenance - General</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	Sten Christiansen (v0000870)	356.65	0.00	356.65	Reimbursement- petty cash
pen0133	05-2018	Midvalley Roofing Ltd. (v0000126)	288.75	0.00	645.40	#22 repair and refasten soffit
pen0133	05-2018	Edenflo Pump Truck Services Ltd. (v0000922)	1,039.92	0.00	1,685.32	Catch basin service
		<b>Net Change=1,685.32</b>	<b>1,685.32</b>	<b>0.00</b>	<b>1,685.32</b>	<b>= Ending Balance =</b>
<b>513000</b>		<b>Enterphone / Phone Lines</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	Telus (v0000038)	30.34	0.00	30.34	May 2018 acct #2387425829
pen0133	05-2018	Telus (v0000038)	30.34	0.00	60.68	May 2018 acct #2387425838
		<b>Net Change=60.68</b>	<b>60.68</b>	<b>0.00</b>	<b>60.68</b>	<b>= Ending Balance =</b>
<b>521000</b>		<b>Supplies</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	Sten Christiansen (v0000870)	560.40	0.00	560.40	Reimbursement- petty cash
		<b>Net Change=560.40</b>	<b>560.40</b>	<b>0.00</b>	<b>560.40</b>	<b>= Ending Balance =</b>
<b>533000</b>		<b>Landscape Maintenance</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	5,580.75	May 2018 landscaping
		<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>5,580.75</b>	<b>= Ending Balance =</b>
<b>533500</b>		<b>Landscape Improvements</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	Sten Christiansen (v0000870)	540.60	0.00	540.60	Reimbursement- petty cash
		<b>Net Change=540.60</b>	<b>540.60</b>	<b>0.00</b>	<b>540.60</b>	<b>= Ending Balance =</b>
<b>535500</b>		<b>Pest Control</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	Abell Pest Control Inc. (v0000344)	305.13	0.00	305.13	May 2018 pest control
		<b>Net Change=305.13</b>	<b>305.13</b>	<b>0.00</b>	<b>305.13</b>	<b>= Ending Balance =</b>
<b>550500</b>		<b>Insurance</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	05-2018	:PostRecurring Insurance expense	5,736.50	0.00	5,736.50	Insurance expense
		<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>5,736.50</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = May 2018

Book = Accrual

Sort On = Date

Property	Period	Person/Description	Debit	Credit	Balance	Remarks
552000		Strata Management - Fees			0.00	= Beginning Balance =
pen0133	05-2018	Leonis Management & Consultants Ltd. (v0000005)	2,045.40	0.00	2,045.40	May 2018 strata management fees
		Net Change=2,045.40	2,045.40	0.00	2,045.40	= Ending Balance =
559000		Sundry Items			0.00	= Beginning Balance =
pen0133	05-2018	Leonis Management & Consultants Ltd. (v0000005)	170.10	0.00	170.10	Annual accountant's trust review and file storage costs
pen0133	05-2018	Leonis Management & Consultants Ltd. (v0000005)	406.38	0.00	576.48	Photocopies, faxes, mailings
pen0133	05-2018	Dye & Durham Corporation (v0000001)	110.53	0.00	687.01	Bylaw amendment
pen0133	05-2018	:PostRecurring Bank Service Charge	25.00	0.00	712.01	Bank Service Charge
		Net Change=712.01	712.01	0.00	712.01	= Ending Balance =
561000		Transfer to Contingency Reserve Fund			0.00	= Beginning Balance =
pen0133	05-2018	:PostRecurring Monthly CRF contribution	11,233.37	0.00	11,233.37	Monthly CRF contribution
		Net Change=11,233.37	11,233.37	0.00	11,233.37	= Ending Balance =
			<b>30,876.90</b>	<b>0.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held May 16, 2018 at the Clubhouse.**



**PRESENT:** Doug Pawson - President  
Myrna Cohen - Vice-President  
Sten Christiansen - Treasurer  
Sian Osborne - Secretary  
Lucy Worobetz - Landscaping  
Bob Pieper - Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)  
  
To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Herb Mueller - Maintenance

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00 p.m.

**Council Positions:**

Following discussion, the various positions of Council were determined, as per the listing above.

**MINUTES:**

It was moved by Sian Osborne, seconded by Lucy Worobetz, that the Strata Council Meeting minutes of April 18, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Civil Resolution Tribunal:**

A mediated exchange was conducted via telephone, and a tentative settlement reached. Following discussion, it was moved by Lucy Worobetz, seconded by Myrna Cohen, that the following settlement be agreed to: as the 24<sup>th</sup> Avenue electric panel has been cleaned up satisfactorily, the invoice amount held back (\$413.70) will be released to the trade; a reduced amount for troubleshooting ((\$175 + tax) will also be paid to the trade. Carried

**2018 AGM/Budget:**

Council was pleased with the attendance at the AGM, and the business that was approved by the Owners.

**24<sup>th</sup> Avenue Fence:**

Following discussion, it was determined that no further plans would be made at this time for a new fence along 24<sup>th</sup> Avenue. Instead, the various cedars along this stretch will be replaced and/or added to where required. Increased irrigation will be undertaken to keep the cedars healthy. Owners are requested to water the cedars as well.

**Depreciation Report:**

As the approval for proceeding with this Report was given by the Owners, Council will now proceed with scheduling the work to proceed.

**Clubhouse Fireplace:**

This project was also approved at the AGM, and arrangements are underway to determine the best fireplace to serve the needs at the Clubhouse.

**TREASURER'S REPORT – Frank Schindelka:**

Following review, it was moved by Sten Christiansen, seconded by Myrna Cohen, that the April 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**New Email and Website Hosting:**

Council has now moved the Internet hosting for the Strata website and email to Telus. The domain of 'peninsula133.ca' will remain the same. Information on obtaining minutes, documents, etc. will be emailed to all Owners.

**Gardening on Common Property:**

Council discussed and confirmed that any/all improvements or alterations to exterior gardens, or planted areas, that are on Common Property need to be first approved in writing by Council.

**Limited Common Property Alterations:**

Council discussed the situations that they were aware of where Owners had made alterations/changes to their Unit and Limited Common Property. Leonis advised that many of these alterations have not been documented and provided to Leonis. These alterations/changes need to be included with the unit documentation on file at Leonis. Council will undertake a project to document these alterations/changes and provide the information to Leonis.

**COMMITTEE REPORTS:**

**Maintenance Report:** Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

**Gardening Report:** Lucy Worobetz

We were disappointed in the lawn fertilizing done last week. Our landscapers applied the fertilizer unevenly,



thereby burning many of our lawns. Lucy have discussed it with them and they extend their apologies. The lawns will recover but it will take some time. We are still waiting for the approval from the City of Surrey for two trees to be removed. We are working on flower beds and planters now, and that should be completed within the next few weeks.

**Bylaws:** - Doug Pawson

With summer approaching, Owners are reminded that **nothing** may be attached to the privacy fences. Owners are reminded of the following sections of the new Bylaws, which are in effect:

- Section 4 -Smoking,
- Section 8 – Obtain approval before altering a strata lot,
- Section 12 – Parking,
- Section 43 – Marijuana.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 14, 39, 53, 75, 86, 89, 90 and 93.

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:35 p.m.

The next regular Council Meeting is scheduled for **Wednesday, June 20, 2018 @ 7:00 p.m.**

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:                   The Owners, Strata Corporation LMS 133  
c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
Faxes may be sent via Leonis to 604 575 5476.

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- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

Maintenance Report LMS 133 Peninsula Village  
April 15. 2018 - May 15. 2918

Items recently attended to

1. Edenflow Vacuum Truck – drain and clean 152 ponds
2. Install recirculation pump in 152 ponds
3. Re-establish fountain and recirculation flow
4. Check for proper operation 152 exit gate
5. E-tron Electric – repair underground wiring - coach lights
6. Start up and check sprinklers - Clubhouse and boulevards
7. Check caulking of panel - 24th. Ave. entrance console
8. Clean up and change bulb – pole light phase 4.
9. Painting and wooden edging replacement – thanks Jim

Upcoming Routine Maintenance Jobs to be scheduled

1. Schedule sign up program for windows and dryer vents
2. Schedule repainting of roadway markers and graphics
3. Complete interior electrical work on 24 th. Ave storage
4. Create a selection committee - Roof moss remediation
5. Replacement of pressure treated 2X4 edging – various units
6. Discuss timing - Sewer mains flushing and catch basin cleanout.

Notice to Owners - **Please** consider leaving front soffit lights and rear patio lights on overnight as a Block Watch precaution against intruders.

Respectfully submitted  
H. Mueller/R. Pieper

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2017 - April 2018

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	405,368.76	405,367.00	405,367.00
Interest Penalties	0.00	2.88	0.00	0.00
Transfer from Retained Surplus - Project	0.00	33,549.60	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	350,315.87	0.00	0.00
Interest Income - Operating	129.22	1,821.22	500.00	500.00
Total Operating Revenue	<u>33,909.95</u>	<u>791,058.33</u>	<u>405,867.00</u>	<u>405,867.00</u>
<b>TOTAL REVENUE</b>	<b>33,909.95</b>	<b>791,058.33</b>	<b>405,867.00</b>	<b>405,867.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	3,285.44	2,800.00	2,800.00
Gas	29.07	308.15	300.00	300.00
Refuse Pick-up	1,805.61	21,203.70	22,000.00	22,000.00
Total Utilities	<u>1,834.68</u>	<u>24,797.29</u>	<u>25,100.00</u>	<u>25,100.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	4,786.88	30,246.54	20,000.00	20,000.00
Roof Maintenance	3,360.00	14,994.00	26,000.00	26,000.00
Enterphone / Phone Lines	60.68	540.34	500.00	500.00
Supplies	0.00	185.85	2,000.00	2,000.00
Total Repairs and Maintenance	<u>8,207.56</u>	<u>45,966.73</u>	<u>48,500.00</u>	<u>48,500.00</u>
Grounds				
Roadways/Walkways	0.00	7,697.55	6,000.00	6,000.00
Sewers/Drains	511.35	6,769.35	1,000.00	1,000.00
Landscape Maintenance	5,580.75	62,113.00	62,000.00	62,000.00
Landscape Improvements	4,095.00	20,752.66	20,000.00	20,000.00
Pest Control	305.13	3,655.93	5,000.00	5,000.00
Entrance Gates	0.00	1,045.47	6,000.00	6,000.00
Total Grounds	<u>10,492.23</u>	<u>102,033.96</u>	<u>100,000.00</u>	<u>100,000.00</u>
Administration				
Insurance	5,736.50	60,351.50	64,000.00	64,000.00
Insurance Valuation	813.75	813.75	240.00	240.00
Strata Management - Fees	1,985.55	23,826.60	23,827.00	23,827.00
Depreciation Report/Consulting	573.53	2,015.28	6,400.00	6,400.00
Sundry Items	506.88	4,017.23	3,000.00	3,000.00
Transfer to Contingency Reserve Fund	11,233.33	134,800.00	134,800.00	134,800.00
Total Administration	<u>20,849.54</u>	<u>225,824.36</u>	<u>232,267.00</u>	<u>232,267.00</u>
Projects				
Emergency Repairs Project	0.00	16,983.75	0.00	0.00
Roofing Project	0.00	21,189.00	0.00	0.00
Painting Project	0.00	194,989.62	0.00	0.00
Fence Project	2,626.68	56,775.18	0.00	0.00
Garage Door Project	0.00	94,762.50	0.00	0.00
Total Projects	<u>2,626.68</u>	<u>384,700.05</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>44,010.69</b>	<b>783,322.39</b>	<b>405,867.00</b>	<b>405,867.00</b>
<b>SURPLUS DEFICIT</b>	<b>-10,100.74</b>	<b>7,735.94</b>	<b>0.00</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**  
**Balance Sheet**  
 Period= April 2018  
 Book= Accrual

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<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	32,950.83
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	480,194.55
Total Contingency Reserve Fund	480,194.55
Total Cash	514,645.38
Prepaid Insurance	63,101.50
Accounts Receivable	4,125.00
Total Current Assets	581,871.88
<b>TOTAL ASSETS</b>	<b>581,871.88</b>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Accrued Liabilities	1,413.53
Strata Fees Received in Advance	7.20
Total Current Liabilities	1,420.73
<b>TOTAL LIABILITIES</b>	<b>1,420.73</b>
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	691,831.88
CRF Current Year Contributions	134,800.00
CRF Current Year Interest	3,878.54
CRF Current Year Disbursements	-350,315.87
Total Contingency Reserve Fund	480,194.55
Retained Earnings	
Retained Earnings - Opening Balance	92,520.66
Current Earnings	7,735.94
Total Retained Earnings	100,256.60
<b>TOTAL EQUITY AND FUND BALANCES</b>	<b>580,451.15</b>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<b>581,871.88</b>

\* Amounts In cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Apr 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>3,285.44</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,285.44</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>279.08</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	29.07	0.00	308.15	Apr 2018 gas #862749
	<b>Net Change=29.07</b>	<b>29.07</b>	<b>0.00</b>	<b>308.15</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>19,398.09</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	21,203.70	April 2018 waste removal
	<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>21,203.70</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>25,459.66</b>	<b>= Beginning Balance =</b>
pen0133	E-Tron Electric Ltd. (v0000477)	937.41	0.00	26,397.07	Various plugs & breakers
pen0133	E-Tron Electric Ltd. (v0000477)	235.96	0.00	26,633.03	Fix broken socket & motion sensor light in clubhouse
pen0133	E-Tron Electric Ltd. (v0000477)	1,868.98	0.00	28,502.01	Repair underground wiring and re-install light pole
pen0133	E-Tron Electric Ltd. (v0000477)	833.13	0.00	29,335.14	Repair noise on gate intercom & exterior lights
pen0133	Columbia Irrigation Ltd. (v0000627)	911.40	0.00	30,246.54	Start up irrigation system
	<b>Net Change=4,786.88</b>	<b>4,786.88</b>	<b>0.00</b>	<b>30,246.54</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>11,634.00</b>	<b>= Beginning Balance =</b>
pen0133	Over The Top Cleaners Inc. (v0000097)	2,520.00	0.00	14,154.00	Debris removal of selected units
pen0133	Accrue Over The Top Cleaners inv #1866	840.00	0.00	14,994.00	Accrue Over The Top Cleaners inv #1866
	<b>Net Change=3,360.00</b>	<b>3,360.00</b>	<b>0.00</b>	<b>14,994.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>479.66</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	30.34	0.00	510.00	Apr 2018 acct #2387425829
pen0133	Telus (v0000038)	30.34	0.00	540.34	Apr 2018 acct #2387425838
	<b>Net Change=60.68</b>	<b>60.68</b>	<b>0.00</b>	<b>540.34</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>185.85</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>185.85</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>7,697.55</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,697.55</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>6,258.00</b>	<b>= Beginning Balance =</b>
pen0133	SWR Drain Service Ltd. (v0000045)	511.35	0.00	6,769.35	Sewer pipe inspection near #72
	<b>Net Change=511.35</b>	<b>511.35</b>	<b>0.00</b>	<b>6,769.35</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>56,532.25</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	62,113.00	April 2018 Landscape maintenance
	<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>62,113.00</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Apr 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>533500</b>	<b>Landscape Improvements</b>			<b>16,657.66</b>	<b>= Beginning Balance =</b>
pen0133	Greenline Tree Service Ltd. (v0001035)	4,095.00	0.00	20,752.66	#27, 73, 91 tree removal, pruning & grinding
	<b>Net Change=4,095.00</b>	<b>4,095.00</b>	<b>0.00</b>	<b>20,752.66</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>3,350.80</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	305.13	0.00	3,655.93	Apr 2018 pest control
	<b>Net Change=305.13</b>	<b>305.13</b>	<b>0.00</b>	<b>3,655.93</b>	<b>= Ending Balance =</b>
<b>536000</b>	<b>Entrance Gates</b>			<b>1,045.47</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,045.47</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>54,615.00</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	5,736.50	0.00	60,351.50	Insurance expense
	<b>Net Change=5,736.50</b>	<b>5,736.50</b>	<b>0.00</b>	<b>60,351.50</b>	<b>= Ending Balance =</b>
<b>551000</b>	<b>Insurance Valuation</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	Suncorp Valuations (v0000579)	813.75	0.00	813.75	Property appraised
	<b>Net Change=813.75</b>	<b>813.75</b>	<b>0.00</b>	<b>813.75</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>21,841.05</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	1,985.55	0.00	23,826.60	Apr 2018 strata management fees
	<b>Net Change=1,985.55</b>	<b>1,985.55</b>	<b>0.00</b>	<b>23,826.60</b>	<b>= Ending Balance =</b>
<b>556500</b>	<b>Depreciation Report/Consulting</b>			<b>1,441.75</b>	<b>= Beginning Balance =</b>
pen0133	Accrue Cleveland Doan inv #1056086	573.53	0.00	2,015.28	Accrue Cleveland Doan inv #1056086
	<b>Net Change=573.53</b>	<b>573.53</b>	<b>0.00</b>	<b>2,015.28</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>3,510.35</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	481.88	0.00	3,992.23	Photocopies, faxes, mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	4,017.23	Bank Service Charge
	<b>Net Change=506.88</b>	<b>506.88</b>	<b>0.00</b>	<b>4,017.23</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>123,566.67</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	134,800.00	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>134,800.00</b>	<b>= Ending Balance =</b>
<b>800400</b>	<b>Emergency Repairs Project</b>			<b>16,983.75</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,983.75</b>	<b>= Ending Balance =</b>
<b>802000</b>	<b>Roofing Project</b>			<b>21,189.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,189.00</b>	<b>= Ending Balance =</b>

\* Amounts In cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Apr 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
802500	Painting Project			194,989.62	= Beginning Balance =
	Net Change=0.00	0.00	0.00	194,989.62	= Ending Balance =
803000	Fence Project			54,148.50	= Beginning Balance =
pen0133	Premlum Fence Company (v0000770)	2,626.68	0.00	56,775.18	Fencing Installation
	Net Change=2,626.68	2,626.68	0.00	56,775.18	= Ending Balance =
805100	Garage Door Project			94,762.50	= Beginning Balance =
	Net Change=0.00	0.00	0.00	94,762.50	= Ending Balance =
		44,010.69	0.00		

**MINUTES OF THE ANNUAL GENERAL MEETING OF PENINSULA VILLAGE, STRATA CORPORATION LMS 133 held Wednesday, April 25, 2018 in the Recreation Centre.**

Council President, Doug Pawson, called the meeting to order at 7:00 p.m. He welcomed the Owners, and introduced and thanked the other members of the outgoing Strata Council.

Guests: Frank Schindelka of Leonis Management & Consultants Ltd.  
Shawn Smith of Cleveland Doan LLP

A quorum of sixty-four (64) Owners present, either in person or by proxy, was confirmed.

Proof of Notice of Meeting was filed.

**MINUTES:**

It was moved by Jill Chrislitt, seconded by Dave Shargool, that the Minutes of the Annual General Meeting held April 26, 2017 be accepted as circulated, carried.

It was moved by Audrey Newton, seconded by Marcia Pieper, that the Minutes of the Special General Meeting held September 27, 2017 be accepted as circulated, carried.

**REPORTS OF COMMITTEES:**

Reports provided by the Gardening and Maintenance Committees, and Council President are attached to these minutes.

**REPORT ON CURRENT INSURANCE COVERAGE:**

The Strata Agent reviewed the current Summary of Insurance Coverage as circulated with Notice of Meeting. He reviewed the main coverage of the Strata Corporation as well as the applicable deductibles in the event of claim.

Owners are advised that all buildings are insured for their replacement value. It is confirmed that in addition to all property cover including fire, theft, vandalism, impact by vehicles etc., the Strata Corporation also carries earthquake coverage, water damage and sewer backup coverage, flooding coverage, third party general liability coverage, volunteer accident insurance plan, glass breakage insurance, and pollution and remediation coverage.

Buildings are essentially insured, both inside and out, including all original fixtures and fittings supplied and installed at original time of construction and offering for sale by the developer. Owners are advised that they should insure on their personal policies: firstly, all of those items that belong to Owners personally that they bring into their homes i.e. clothing, artwork, jewellery, furnishings, electronics, etc. Secondly, Owners are advised that they should insure on their personal policies any betterments or improvements that have been made to the strata lot over and above original construction, i.e., flooring upgrades, feature walls, any exterior upgrades such as solarium or awnings. Lastly, Owners should have coverage for any deductible chargeback by the Strata Corporation to them personally in the event of claim.



Owners are advised that copies of the insurance policies are on file with the Strata Council, Leonis Management and the insurance brokers, Hub International Barton Insurance. If any Owner has a question with regard to insurance, they are kindly reminded to forward their question or concern in writing to the Strata Corporation and it will be responded to.

**FINANCIAL REPORT:**

It was confirmed that a copy of the Financial Report up to March 31, 2018 was included in the Notice of Meeting.

The fiscal year-end statement of April 30, 2018 will be circulated to Owners with the minutes of the next Council meeting.

**PROPOSED OPERATING AND CONTINGENCY BUDGET:**

The Strata Agent confirmed that a copy of the Proposed Operating and Contingency Budget was circulated to Owners with Notice of Meeting for their review. It was confirmed that the Strata Council had approved the Proposed Operating and Contingency Budget subject to the approval of the Owners at the Annual General Meeting.

It was moved by Jane Reeves, seconded by Andy Redberger, that the Proposed Operating and Contingency Budget for 2018/2019 be accepted as circulated. Following review and discussion, the vote was called:

64 in Favour, 0 Opposed, 0 abstained.

Motion carried.

Copy of the approved budget and fee schedule is attached to these Minutes.

Owners are advised that if they pay maintenance fees by monthly or postdated cheque they may continue to do so. Postdated cheques to and including April 1<sup>st</sup>, 2019 would be appreciated. Please make cheques payable to "The Owners, Strata Plan LMS 133" and forward to Leonis Management on or before due dates.

**¾ VOTE "A"- LMS 133 BYLAWS:**

"Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan LMS 133, Peninsula Village, that all bylaws adopted and/or registered on or before April 25, 2018 be repealed and replaced with the attached new bylaws."

It was moved by Brad Bond, seconded by Jane Reeves that the Owners approve ¾ Vote Resolution #A. On a show of voting cards, the results were:

59 in Favour, 5 Opposed, 0 abstained.

Resolution carried.

Shawn Smith answered questions regarding the proposed new bylaws and then excused himself from the balance of the meeting.

**¾ VOTE "B"- CRF WITHDRAWAL – 24 AVE FENCING:**

"Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$14,000.00 (fourteen thousand dollars) be expended from the Contingency Reserve Fund for the purpose of installing 5 foot vinyl fencing on 24 Avenue from the Entrance Gates to the corner of 152 Street."

It was moved by Don Cameron, seconded by Audrey Newton that the Owners approve ¾ Vote Resolution #B. On a show of voting cards, the results were:

22 in Favour, 40 Opposed, 2 abstained.

Resolution failed.

**¾ VOTE "C"- CRF WITHDRAWAL – CLUBHOUSE FIREPLACE REPLACEMENT:**

"Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$5,000 (five thousand dollars) be expended from the Contingency Reserve Fund for the purpose of replacing the Clubhouse Fireplace with an energy efficient glass front unit."

It was moved by Dave Shargool, seconded by Elizabeth Harrold that the Owners approve ¾ Vote Resolution #C. On a show of voting cards, the results were:

59 in Favour, 5 Opposed, 0 abstained.

Resolution carried.

**MAJORITY VOTE "D"- CRF WITHDRAWAL – DEPRECIATION REPORT UPDATE:**

"Be it resolved by a Majority vote of the Owners of Strata Plan LMS 133, Peninsula Village, that an amount not to exceed \$7,000 (seven thousand dollars) be expended from the Contingency Reserve Fund for the purpose of updating the Strata Depreciation Report in accordance with *Strata Property Act* and Regulations."

It was moved by Brad Bond, seconded by Marla McPherson that the Owners approve Majority Vote Resolution #D. On a show of voting cards, the results were:

62 in Favour, 2 Opposed, 0 abstained.

Resolution carried.

**ELECTION OF A STRATA COUNCIL:**

It was confirmed that as of the adjournment of each Annual General Meeting, the current Strata Council is deemed to resign or retire. Members of the current Strata Council can let their name stand for nomination and election to the incoming Council. It was confirmed that the Strata Council consists of a minimum of three (3) members and a maximum of seven (7) members in accordance with the *Strata Property Act*. Those Owners nominated or volunteering for election to Council and accepting their nomination were:

Doug Pawson	-	Unit #31
Sian Osborne	-	Unit #22
Sten Christiansen	-	Unit #71

Lucy Worobetz	-	Unit #73
Bob Pieper	-	Unit #37
Herb Mueller	-	Unit #37
Myrna Cohen	-	Unit #95

Following three times asking, there being no further nominations, nominations were declared closed.

A vote was called and the nominated Owners were elected by majority vote of the Owners.

It was confirmed that the Strata Council elect will determine the Officers prior to, or at, the next Council meeting.

There being no further business, the meeting adjourned at 8:08 p.m.

**COMMUNICATION INFORMATION:**

**Owners of Peninsula Village are reminded that unless emergent, all communication with your Strata Council must be in writing and forwarded directly Leonis Management & Consultants Ltd.**

**If an Owner has an emergency (police, fire, medical) call emergency services 911 immediately and subsequently report to the Strata Council or Leonis Management as needed.**

Emergencies concerning strata lots or common property require the Owner to immediately contact a Council Member who will in turn make contact with a representative of Leonis Management or if you cannot reach a Member of Council immediately, you may call Leonis Management's emergency pager at 604-601-7719.

Leonis Management & Consultants Ltd.  
#108 – 5455 – 152<sup>nd</sup> Street  
Surrey, BC V3S 5A5

Tel: 604-575-5474  
Fax: 604-575-5476  
E-mail: [admin@leonismgmt.com](mailto:admin@leonismgmt.com)

## Gardening Report

This past year we have focused on our trees. We have had 14 removed, some of which were rotting and others threatening our foundations. We have also had many trees re-topped making them safer by eliminating the possibility of them breaking off at the top. Others have been pruned allowing more sunlight and keeping a neat appearance.

Concern of rotting has been expressed by our arborist regarding the large bean tree at the 152<sup>nd</sup> street entrance. The city of Surrey is being asked to give their opinion regarding it's safety.

Our other focus has been on our lawns. We see a definite improvement but it's still a work in progress.

We planted 9 new shrubs around the pond by the 152<sup>nd</sup> street entrance. A little more work this spring will be required to finish the job.

As of January 1<sup>st</sup>, Vista Landscaping is now working on Wednesday's only putting in a full day. It appears that more is being accomplished with this new system. Ours is a difficult complex to care for as the landscaping is so mature.

We appreciate the efforts our owners are making to keep their common areas looking good. However, all requests by owners must be made in writing addressed to council.

Acknowledgements and thanks to Marcia Pieper and Sally Hanger for looking after the planters across from the clubhouse. Thanks as well to Audrey Newton for her efforts in flower plantings around the entrances and clubhouse. Further thanks to all our volunteers especially Jim Giffen. We could not have accomplished what we have without his help.

Lucy Worobetz  
Council Member for Gardening Committee

## Maintenance Report LMS 133 Peninsula Village Year end May 2017 - April 2018

This year's maintenance report is dedicated to the very special contribution made by Herb Mueller who tirelessly offered his time and expertise to supervise the major improvements which now enhance our complex at Peninsula Village...

As is usual, we also attended to numerous infrastructure repairs and answered calls from owners to attend to observed deficiencies. We are fortunate now to have Jim Giffen available to help with handy man duties which speeds up our response time and keeps repair costs in hand.

### 2017 -2018 Major Projects - completed

1. Completion of the flat roof overflow scupper project.
2. Preparation and re -painting of all complex buildings
3. Installation of new foam core metal clad garage doors
4. Removal and installation - New vinyl privacy fences.
5. Removal and Installation - New Club house fencing
6. Initiate program to replace wooden hand rails in metal
7. Replaced Roadway catch basin Phase 1. – A safety issue.
8. Replaced sagged underground sewer pipe – phase 4.
9. Installed a drip irrigation system along 24th and 152 fence lines
10. Replaced the hot water tank in the Clubhouse
11. Installed the Telus fiber optic communication system
12. Enclosed the 24 th. Ave. entrance gatehouse pad for storage

Thanks to owners for your consideration.

Bob Pieper

## President Report – 2018 Annual General Meeting

Good evening. I would like to start by thanking you for attending the Annual General meeting. The continued support and participation by you the owners will keep this complex as one of the best places to live on the peninsula.

I would like to thank my council, including Chris Roulson who left partway through the year, for their cooperation and commitment in running the affairs of the complex. Their hard work throughout the year has resulted in the betterment of the complex for all.

I would like to thank Frank Schindelka for his support throughout the year in keeping us focused and within the boundaries of our responsibilities.

I believe the work of council this past year has continued to improve the complex and, as we can see by the prices of those units sold recently, increasing the value of our units.

We are lucky to have a very stable group of owners who take pride in their complex and have many who take it upon themselves to assist in its betterment. Your continued assistance is very valuable.

Throughout the year, the projects that have been completed have satisfied many of the pressing issues identified in the Depreciation Report. As you will see later in the resolutions to approve, we will be asking to renew the Depreciation Report and recognize the hard work that has been accomplished.

Council has been able to hold the line on spending and in spite of some unforeseen issues, have managed to channel the moneys in the most appropriate way. This has resulted in a significant increase in our Contingency Reserve Fund. As you will see by the recommended budget, we propose to hold spending again this year, which will result in no increase in monthly assessments.

Lastly, I have enjoyed my year and hope to be able to serve the owners in the future.

Thank you.

**PENINSULA VILLAGE, STRATA PLAN LMS 133  
ESTIMATED ANNUAL OPERATING AND CONTINGENCY BUDGET  
FOR THE PERIOD MAY 1, 2018 TO APRIL 30, 2019**

Individual monthly strata fees are based on the estimated costs listed below:

		<u>2018/2019</u> <u>Adopted</u> <u>Budget</u>
<b>UTILITIES:</b>	Electricity for Common Areas	\$ 3,100.00
	Gas for Recreation Centre Fireplace	300.00
<b>INSURANCE:</b>	\$26,900,000.00 All Risk, Earthquake, Blanket Glass, \$10,000,000.00 Liability plus Directors and Officers Liability, Volunteers Accident Plan	69,000.00
<b>INSURANCE VALUATION APPRAISAL PROGRAM:</b> (Year 1 of 3)		240.00
<b>DEPRECIATION REPORT (Year 1 of 3)/CONSULTING :</b>		6,000.00
<b>MAINTENANCE &amp; REPAIRS:</b>		
	- Supplies	500.00
	- Roadways (Incl. Pavement Repairs)	7,000.00
	- Landscape Maintenance Contract	64,000.00
	- Landscape Improvements (Incl. Tree Maintenance)	18,000.00
	- Entrance Gates	2,000.00
	- Enterphone	500.00
	- Pest Control	4,000.00
	- Repairs and Maintenance - General	20,000.00
	- Sewers/Drains	5,000.00
	- Roof Maintenance, Eaves, etc.	20,000.00
<b>STRATA CORPORATION ADMINISTRATION - AGENTS FEES:</b>		24,545.00
<b>REFUSE PICK-UP:</b> (Including Recycling Service)		23,682.00
<b>SUNDRY ITEMS:</b>		3,400.00
<b>TOTAL OPERATING BUDGET:</b>		<b>\$ 271,267.00</b>
<b>LESS OPERATING INCOME:</b>		
	Interest Income	(700.00)
<b>NET OPERATING BUDGET:</b>		<b>\$ 270,567.00</b>
<b>CONTINGENCY ALLOCATIONS:</b>		
	- Contingency Reserve Fund	134,800.00
<b>TOTAL OWNERS STRATA FEES:</b>		<b>\$ 405,367.00</b>
<b>TOTAL BUDGET:</b>		<b>\$ 405,367.00</b>

**Effective May 1, 2018**

PENINSULA VILLAGE, STRATA PLAN LMS 133

**SUMMARY OF BUDGETED FUNDING REQUIRED BY THE OWNERS  
FOR THE YEAR MAY 1, 2018 - APRIL 30, 2019**

	<b>BUDGET 2018/2019</b>	<b>BUDGET 2017/2018</b>	<b>INCREASE/ (DECREASE)</b>
Total Estimated Operating Budget	\$ 271,267.00	\$ 271,067.00	\$ 200.00
Operating Interest Income	(700.00)	(500.00)	(200.00)
<b>NET OPERATING FUND TOTAL:</b>	<b>\$ 270,567.00</b>	<b>\$ 270,567.00</b>	<b>\$ -</b>
Contingency Allocations	134,800.00	134,800.00	-
Contingency Reserve Interest Income	-	-	-
<b>TOTAL BUDGET:</b>	<b>\$ 405,367.00</b>	<b>\$ 405,367.00</b>	<b>\$ -</b>

**ESTIMATED STATUS OF THE CONTINGENCY RESERVE FUND:**

Contingency Reserve Fund on Hand as at May 1, 2018	\$ 480,150.00
Add: Owners Strata Fees Interest Income	134,800.00 -
Estimated Contingency Reserve Funds on Hand as at April 30, 2019	<u><u>\$ 614,950.00</u></u>



**PENINSULA VILLAGE, STRATA PLAN LMS 133**  
**SCHEDULE OF OWNERS MONTHLY STRATA FEES**

**MAY 1, 2017 TO APRIL 30, 2018**

UNIT NO.	S.L. NO.	UNIT ENTITLEMENT	CURRENT STRATA FEE	MONTHLY OPERATING FUND FEE	MONTHLY CONTINGENCY ALLOCATION FUND FEE	TOTAL MONTHLY STRATA FEE
1	1	152	\$ 340.41	\$ 227.21	\$ 113.20	\$ 340.41
2	2	155	347.12	231.69	115.43	347.12
3	3	155	347.12	231.69	115.43	347.12
4	4	152	340.41	227.21	113.20	340.41
5	5	152	340.41	227.21	113.20	340.41
6	6	155	347.12	231.69	115.43	347.12
7	7	155	347.12	231.69	115.43	347.12
8	8	152	340.41	227.21	113.20	340.41
9	9	152	340.41	227.21	113.20	340.41
10	10	155	347.12	231.69	115.43	347.12
11	11	155	347.12	231.69	115.43	347.12
12	12	152	340.41	227.21	113.20	340.41
13	13	152	340.41	227.21	113.20	340.41
14	14	175	391.92	261.59	130.33	391.92
15	15	151	338.17	225.72	112.45	338.17
16	16	151	338.17	225.72	112.45	338.17
17	17	175	391.92	261.59	130.33	391.92
18	18	152	340.41	227.21	113.20	340.41
19	19	152	340.41	227.21	113.20	340.41
20	20	175	391.92	261.59	130.33	391.92
21	21	152	340.41	227.21	113.20	340.41
22	22	152	340.41	227.21	113.20	340.41
23	23	155	347.12	231.69	115.43	347.12
24	24	155	347.12	231.69	115.43	347.12
25	25	152	340.41	227.21	113.20	340.41
26	32	159	356.08	237.67	118.41	356.08
27	33	176	394.15	263.08	131.07	394.15
28	34	152	340.41	227.21	113.20	340.41
29	29	152	340.41	227.21	113.20	340.41
30	30	175	391.92	261.59	130.33	391.92
31	31	152	340.41	227.21	113.20	340.41

UNIT NO.	S.L. NO.	UNIT ENTITLEMENT	CURRENT STRATA FEE	MONTHLY OPERATING FUND FEE	MONTHLY CONTINGENCY ALLOCATION FUND FEE	TOTAL MONTHLY STRATA FEE
32	28	151	\$ 338.17	\$ 225.72	\$ 112.45	\$ 338.17
33	27	175	391.92	261.59	130.33	391.92
34	26	152	340.41	227.21	113.20	340.41
35	35	158	353.84	236.18	117.66	353.84
36	36	163	365.04	243.65	121.39	365.04
37	37	163	365.04	243.65	121.39	365.04
38	38	158	353.84	236.18	117.66	353.84
39	39	159	356.08	237.67	118.41	356.08
40	40	176	394.15	263.08	131.07	394.15
41	41	157	351.60	234.68	116.92	351.60
42	42	156	349.36	233.18	116.18	349.36
43	43	161	360.56	240.66	119.90	360.56
44	44	161	360.56	240.66	119.90	360.56
45	45	156	349.36	233.18	116.18	349.36
46	50	156	349.36	233.18	116.18	349.36
47	51	161	360.56	240.66	119.90	360.56
48	52	161	360.56	240.66	119.90	360.56
49	53	156	349.36	233.18	116.18	349.36
50	46	158	353.84	236.17	117.67	353.84
51	47	161	360.56	240.66	119.90	360.56
52	48	161	360.56	240.66	119.90	360.56
53	49	158	353.84	236.18	117.66	353.84
54	54	158	353.84	236.18	117.66	353.84
55	55	161	360.56	240.66	119.90	360.56
56	56	161	360.56	240.66	119.90	360.56
57	57	156	349.36	233.18	116.18	349.36
58	58	157	351.60	234.68	116.92	351.60
59	59	173	387.43	258.59	128.84	387.43
60	60	156	349.36	233.18	116.18	349.36
61	61	156	349.36	233.18	116.18	349.36
62	62	161	360.56	240.66	119.90	360.56
63	63	161	360.56	240.66	119.90	360.56
64	64	156	349.36	233.18	116.18	349.36

UNIT NO.	S.L. NO.	UNIT ENTITLEMENT	CURRENT STRATA FEE	MONTHLY OPERATING FUND FEE	MONTHLY CONTINGENCY ALLOCATION FUND FEE	TOTAL MONTHLY STRATA FEE
65	65	159	\$ 356.08	\$ 237.67	\$ 118.41	\$ 356.08
66	66	161	360.56	240.66	119.90	360.56
67	67	161	360.56	240.66	119.90	360.56
68	68	158	353.84	236.18	117.66	353.84
69	69	156	349.36	233.18	116.18	349.36
70	70	174	389.68	260.10	129.58	389.68
71	71	156	349.36	233.18	116.18	349.36
72	72	159	356.08	237.67	118.41	356.08
73	73	161	360.56	240.66	119.90	360.56
74	74	160	358.32	239.17	119.15	358.32
75	75	158	353.84	236.18	117.66	353.84
76	76	159	356.08	237.67	118.41	356.08
77	77	162	362.80	242.16	120.64	362.80
78	78	162	362.80	242.16	120.64	362.80
79	79	156	349.37	233.19	116.18	349.37
80	84	156	349.36	233.18	116.18	349.36
81	85	161	360.56	240.66	119.90	360.56
82	86	161	360.56	240.66	119.90	360.56
83	87	159	356.08	237.67	118.41	356.08
84	80	159	356.08	237.67	118.41	356.08
85	81	161	360.56	240.66	119.90	360.56
86	82	161	360.56	240.66	119.90	360.56
87	83	159	356.08	237.67	118.41	356.08
88	88	156	349.36	233.18	116.18	349.36
89	89	161	360.56	240.66	119.90	360.56
90	90	161	360.56	240.66	119.90	360.56
91	91	156	349.36	233.18	116.18	349.36
92	92	159	356.08	237.67	118.41	356.08
93	93	161	360.56	240.66	119.90	360.56
94	94	161	360.56	240.66	119.90	360.56
95	95	159	356.08	237.67	118.41	356.08
		15,084	\$ 33,780.73	\$ 22,547.33	\$ 11,233.40	\$ 33,780.73
			X12	X12	X12	X12
			<b>\$ 405,368.76</b>	<b>\$ 270,567.96</b>	<b>\$ 134,800.80</b>	<b>\$ 405,368.76</b>

Effective: May 1, 2018

It is intended that these bylaws replace and supersede the standard bylaws found under the Strata Property Act S.B.C 1998 c.43 and amendments thereto (herein the "Act") and all other registered bylaws of the strata corporation.

Unless otherwise stated all terms have the meaning prescribed to them in the Act.

### Definitions and Interpretation

#### Definitions and interpretation

In the Strata Property Act:

**"common property"** means

- (a) that part of the land and buildings shown on a strata plan that is not part of a strata lot, and
- (b) pipes, wires, cables, chutes, ducts and other facilities for the passage or provision of water, sewage, drainage, gas, oil, electricity, telephone, radio, television, garbage, heating and cooling systems, or other similar services, if they are located
  - (i) within a floor, wall or ceiling that forms a boundary
    - A. between a strata lot and another strata lot,
    - B. between a strata lot and the common property, or
    - C. between a strata lot or common property and another parcel of land, or
  - (ii) wholly or partially within a strata lot, if they are capable of being and intended to be used in connection with the enjoyment of another strata lot or the common property;

**"limited common property"** means common property designated for the exclusive use of the owners of one or more strata lots;

**"occupant"** means a person, other than an owner or tenant, who occupies a strata lot;

**"owner"** means a person, including an owner developer, who is

- (a) a person shown in the register of a land title office as the owner of a freehold estate in a strata lot, whether entitled to it in the person's own right or in a representative capacity, or
- (b) if the strata lot is in a leasehold strata plan, as defined in section 199, a leasehold tenant as defined in that section,

unless there is

(c) a registered agreement for sale, in which case it means the registered holder of the last registered agreement for sale, or

(d) a registered life estate, in which case it means the tenant for life;

**"rule"** means a rule of a strata corporation made under section 125 or 197;

**"strata lot"** means a lot shown on a strata plan;

**"tenant"** means a person who rents all or part of a strata lot, and includes a subtenant but does not include a leasehold tenant in a leasehold strata plan as defined in section 199 or a tenant for life under a registered life estate;

## **Division 1 - Duties of Owners, Tenants, Occupants and Visitors**

### **1. Payment of strata fees**

- (1) An owner must pay strata fees on or before the first day of the month to which the strata fees relate.
- (2) An owner must pay a special levy on the date(s) on which it is due.
- (3) Interest shall be charged on overdue strata fees and special levies and shall be calculated at ten percent (10%) per annum, compounded annually.
- (4) Strata fees not received by the tenth day of the month in which they are due are subject to a \$50.00 fine, which is in addition to any interest charged under Bylaw 1(3).
- (5) An owner shall indemnify the strata corporation on a solicitor and own client basis for all legal fees, taxes and disbursements incurred by the strata corporation in collecting overdue strata fees, special levies and any other sums owed to the strata corporation (including, but not limited to, fines and other amounts assessed against the owner under these bylaws or the Act).
- (6) An owner whose payment is returned NSF shall pay to the strata corporation the amount of any service charge or other fee charged to it as a result thereof.

### **2. Repair and maintenance of property by owner**

- (1) An owner must repair and maintain the owner's strata lot, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
- (2) An owner who has the use of limited common property must repair, maintain and regularly clean it, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws. Where the owner does not take action to repair the limited common property, the strata corporation will undertake the repairs and recover the costs of said repairs from the owner.
- (3) Where the common or limited common property has been altered by an owner with the approval of the council and it was term or condition of that approval that the owner and

subsequent owners be responsible for the costs of the repair and maintenance of that alteration, then an owner who has the use and enjoyment of the altered common or limited common property or benefits from the alteration shall be responsible for the costs of the repair and maintenance of the alteration which would otherwise not have been incurred by the strata corporation.

### 3. Use of property

- (1) An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that
  - (a) causes a nuisance or hazard to another person,
  - (b) causes unreasonable noise (quiet hours shall be between 11:00 pm and 7:00 am),
  - (c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,
  - (d) is illegal,
  - (e) unreasonably increases the risk of fire,
  - (f) creates a risk that the strata corporation's insurance will be void; or
  - (g) is contrary to a purpose for which the strata lot or common property is intended as shown expressly or by necessary implication on or by the strata plan, namely as residential premises.
- (2) An owner, tenant, occupant or visitor must not:
  - (a) Throw items from any window or balcony;
  - (b) Display Christmas lights and decorations on the common or limited common property except between December 1 and January 31;
  - (c) Attach decorations or any other item to the exterior of a building using screws, nails or any similar fastener;
  - (d) Use the common property for the purposes of storage;
  - (e) Store in or about a strata lot, the limited common property or the common property any item or substance which would be considered an unreasonable fire hazard;
  - (f) Place any item on or do any act which would be likely to damage or interfere with the growth of the lawn, plants, bushes and other vegetation on the common property;
  - (g) Remove any plants, bushes, shrubs or trees from the common or limited common property without the written permission of the strata corporation;

- (h) Plant bushes, shrubs or trees on the common or limited common property without the written permission of the strata corporation;
  - (i) Obstruct the common property or interfere with another person's use of the same;
  - (j) Allow a strata lot to become unsanitary;
  - (k) Use bird seed feeders or feed squirrels, rodents or wild animals on the common or limited common property;
  - (l) Hang laundry, sheets, blankets or clothing on the common or limited common property or in the window of a strata lot;
  - (m) Enter any area of the common property to which access has been restricted (the council may restrict access to an area for reasons of safety or security);
  - (n) Roller skate, roller blade, skate board, use a scooter on the paved areas of the common property;
  - (o) Allow a child under eight (8) years of age to ride a bicycle on the common property without adult supervision;
  - (p) Leave overhead garage doors open when not in the garage or on the driveway apron;
  - (q) Except as allowed by law, canvass or solicit others by going door to door;
  - (r) Interfere with, confront, harass or attempt to give instruction or direction to trades and contractors hired by the strata corporation;
- (3) An owner, tenant, occupant or visitor must not cause damage, other than reasonable wear and tear, to the common property, common assets or those parts of a strata lot which the strata corporation must repair and maintain under these bylaws or insure under section 149 of the Act.
- (4) The patios, decks, and balconies and yards adjacent to, attached to or designated for the exclusive use of a strata lot must not be used for the purpose of storage.
- (5) Only patio furniture, barbeques fuelled by propane or electricity, potted plants and planter boxes capable of being lifted by one person shall be placed on the patios, decks or balconies. Baskets and window boxes are not to be attached to balcony railings.
- (6) All window coverings visible from the outside of the building shall be a neutral colour so as not to detract from the appearance of the building. No other items may be displayed in any window;
- (7) Subject to Bylaw 13 [for sale signs] and electoral legislation, no object such as signs, advertising, notices, or placards shall be erected or displayed on common or the limited common property or a strata lot such that it may be visible from the exterior of the strata lot.

- (8) No awning, shade screen, satellite dish, radio or television antenna, air conditioner, heat pump, patio cover, clothes line, greenhouse or other such items shall be hung from or attached to the exterior of any building or placed on the limited common and common property, without the prior written approval of the council.
- (9) An owner, tenant or occupant must not place a hot tub or swimming pool on the common or limited common property.

#### **4. Smoking**

- (1) An owner, tenant, occupant or visitor must not smoke tobacco, marijuana (except as permitted by bylaw 43) or any similar organic substance nor use an e-cigarette or other vaporiser:
  - (a) on the interior common property, such as but not limited to the clubhouse;
  - (b) on a balcony, deck or patio;
  - (c) on the exterior common or limited common property within six [6] meters of a door, a window or an air intake vent;
- (2) An owner, tenant, occupant or visitor who, within a strata lot:
  - (a) smokes tobacco, marijuana or any similar organic substance; or
  - (b) uses an e-cigarette or other vaporiser

must not permit the smoke, odour or vapours to escape their strata lot such that it can be smelled by another resident.

#### **5. Strata Lot Uses and Occupancy**

- (1) Subject to subparagraphs (2) and (3) below, a strata lot shall only be used as a single-family dwelling and shall not contain secondary living quarters.
- (2) For the purposes of this bylaw the following classes of persons shall be considered part of a "single family":
  - (a) a live-in-caregiver; and
  - (b) a roommate who resides or intends to reside in the strata lot for a period of greater than 30 days;
- (3) Subject to subparagraph (4) a strata lot shall not be used for commercial purposes or the operation of a business.
- (4) An owner, tenant or occupant may operate a home based business provided that:
  - (a) the bylaws of the municipality permit them to do so;



- (b) they comply with all requirements and conditions contained in the municipal bylaws, including maintaining a valid business license;
  - (c) the business does not involve clients or customers of the business attending the strata lot;
  - (d) the business does not involve routine deliveries of products and goods to the strata lot (other than the occasional courier);
  - (e) the business does not involve:
    - (i) the use of hazardous or dangerous materials;
    - (ii) the use of machinery product;
  - (f) the operation of the business does not produce an unreasonable level of noise or odours;
  - (g) the owner, tenant or occupant maintains commercial liability insurance in an amount of no less than \$1 million;
  - (h) the owner or occupant advises the strata corporation of the operation of said home based business.
- (5) Subject to subsection (6), no person under the age of 19 years shall occupy or reside in a strata lot for greater than 60 days (cumulatively or consecutively) in a calendar year.
- (6) An owner may, in writing to the council, request permission on the basis of extenuating or extraordinary circumstances which are reasonably beyond their control for an extension of the 60 days period above. Council shall provide a response within 30 days of receipt of the request and shall not unreasonably refuse the request. Where approval is granted the council shall set a period of time at which the extension shall come to an end and the person who is under 19 must cease residing in or occupying the strata lot.
- (7) An owner, tenant or occupant must not:
- (a) use or allow their strata lot (or any part of it) to be used for the purposes of providing accommodation for the general public nor as part of a vacation rental program, short term accommodation arrangement (being less than 30 days), room rental, home exchange or other similar arrangement. For greater clarity, the hosting of a single foreign student as part of a homestay or exchange program is not prohibited.
  - (b) allow, permit, agree or otherwise grant a license to, in exchange for money or other consideration, a person who ordinarily resides outside the strata corporation to occupy their strata lot while that owner, tenant or occupant is absent from the strata lot.

## **6. Pets**

- (1) An owner, tenant or occupant must not keep any more than two pets in a strata lot.
  - (a) for the purposes of this section, pet is defined as either a dog or cat.
- (2) An owner, tenant or occupant who keeps a pet must provide the strata corporation with the following information within 2 business days of the pet being brought into the strata lot:
  - (a) the breed and colour of the pet;
  - (b) the name of the pet;
  - (c) the number of the strata lot in which the pet is kept;
  - (d) the name(s) and phone number(s) of the pet's owner(s); and
  - (e) proof of licensing where the pet must be licensed by law.
- (3) Dogs and cats must wear a collar with a tag identifying the owner of the animal.
- (4) No dog may exceed 15 inches in height at the withers.
- (5) All pets must be on a leash not exceeding 6 feet in length (or otherwise secured) and under the control of their owner while on the common property.
- (6) A pet's owner must promptly remove any animal waste left by the pet on the common property;
- (7) Pets which are, at the discretion of the council, considered to be a nuisance or a danger may be ordered in writing to be removed from the strata lot. An owner, tenant or occupant shall have thirty (30) days to comply with any such order.
- (8) Visitors who bring pets onto the common property must comply with these bylaws as they pertain to pets.

## **7. Inform strata corporation**

- (1) Within 2 weeks of becoming an owner, an owner must inform the strata corporation of the owner's name, strata lot number and mailing address outside the strata plan, if any.
- (2) Within 2 weeks of a tenant residing in a strata lot, the owner of that strata lot must provide the strata corporation with the tenant's name, strata lot number and telephone number.

## **8. Obtain approval before altering a strata lot**

- (1) An owner, tenant or occupant must obtain the written approval of the strata corporation before making an alteration, addition, change or improvement to a strata lot that

involves any of the following:

- (a) the structure of a building;
  - (b) chimneys, stairs, balconies or other things attached to the exterior of a building;
  - (c) doors, or windows on the exterior of a building, or that front on the common property;
  - (d) fences, railings or similar structures that enclose a patio, balcony or yard;
  - (e) common property located within the boundaries of a strata lot;
  - (f) any portion of the plumbing, electrical, heating or fire suppression/detection systems; or
  - (g) those parts of the strata lot which the strata corporation must insure under section 149 of the Act.
- (2) The strata corporation must not unreasonably withhold its approval under subsection (1), but as a condition of its approval, it may require an owner, tenant or occupant to:
- (a) present design drawings and specifications pertaining to the proposed work (including a letter of assurance from a structural engineer regarding any structural changes which form part of the work);
  - (b) ensure that all work is done to a standard and is of a quality consistent with that of the rest of the building;
  - (c) install or utilize certain materials or products;
  - (d) obtain all necessary permits and governmental approvals (including final inspection certificates) and provide copies thereof to the strata corporation;
  - (e) provide proof of third party liability insurance in an amount specified by the strata corporation;
  - (f) in the case of a tenant or occupant making the request, provide written approval of the changes by the owner; and
  - (g) provide such other documents or comply with any other terms and conditions as it may reasonably consider necessary in the circumstances, including having the owner enter into a written agreement that they shall be responsible for any future repair and maintenance costs relating directly or indirectly to the alteration
- (3) If approval is granted under subsection (1), only licensed and qualified trades may carry out work on the electrical, plumbing, heating and fire suppression systems.
- (4) The strata corporation, at an owner's expense, may return to its previous condition any alteration, addition, change or improvement which has been made and has not been approved.

## 9. Prohibition on altering common property

No owner, tenant or occupant may make any alteration, addition, change or improvement to common property, including limited common property or common assets.

## 10. Permit entry to strata lot

- (1) An owner, tenant, occupant or visitor must allow a person authorized by the strata corporation to enter the strata lot
  - (a) in an emergency, without notice, to ensure safety or prevent significant loss or damage, and
  - (b) at a reasonable time, on 48 hours' written notice, to:
    - (i) inspect, repair or maintain common property (including limited common property), common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under section 149 of the Act; or
    - (ii) investigate allegations of a breach of a bylaw or rule upon receipt of a complaint that a bylaw or rule has been breached; or
    - (iii) remedy the contravention of a bylaw or rule under section 133 of the Act.
- (2) The notice referred to in subsection (1)(b) must include the date and approximate time of entry, and the reason for entry.

## 11. Garbage

- (1) Any articles or material, other than normal household garbage and recyclables being disposed of must be removed by, and at the expense of, the owners, tenants and occupants of the strata lot from which the articles or materials originated.
- (2) No item which is required by law to be recycled or placed in an organic waste container shall be placed in the garbage.
- (3) Waste removal containers must be stored inside a garage except on the designated pickup day.
- (4) Containers cannot be placed curb side on the designated pickup day before 5:00am and must be removed after pickup on the same day.
- (5) Removal of all boxes and waste which is a result of a move is the responsibility of the owner(s), tenant(s) or occupant(s) moving in. Costs incurred by the strata corporation in removing such items will be charged to the strata lot.

## 12. Parking

- (1) Subject to subsection (8), except for the purposes of loading and unloading, no person shall park a vehicle on the common property (including roadways and fire lanes) other than in a designated parking space.
- (2) Persons driving vehicles must not exceed the posted speed limit.
- (3) No repairs to motor vehicles may be made on the common or limited common property except in an emergency.
- (4) Motor vehicles dripping oil, gasoline or any other fluid may, at the discretion of the council, be prohibited from entering upon the common property until repaired. Owners of motor vehicles leaving or dripping fluids onto the common or limited common property shall promptly clean up the same.
- (5) Except in the case of moving trucks, which are not tractor trailers, garbage trucks and delivery / commercial vehicles, vehicles exceeding 4000 kg GVW shall not be parked or brought onto the common property. Moving trucks and delivery trucks must only use the 152<sup>nd</sup> street entrance.
- (6) Recreational vehicles, trailers and boats must not be parked or stored on the common or limited common property.
- (7) Visitors using the visitor parking area
  - (a) may only do so for a maximum of 72 consecutive hours without written permission of the council;
  - (b) must display on their dash an approved visitor parking pass if parked between the hours of 11pm and 7 am;
- (8) Residents must not park their vehicle
  - (a) in parking spaces designated as visitor parking;
  - (b) on a driveway apron.
- (9) Vehicles must not be washed in a location or manner which causes a hazard to others.
- (10) Any vehicle found to be in violation of any provision of this bylaw or of a rule pertaining to parking of vehicles may, at the discretion of the council, be towed at the expense of the owner of the vehicle.

## 13. Resale of Strata Lots

- (1) For Sale signs and other advertising regarding strata lots for sale shall only be posted on the directory board created by the strata corporation for that purpose and must be removed within 7 days of a binding contract for purchase and sale being entered into.

- (2) An owner or their licensed real estate agent may hold an open house provided they provide written notice to the council of their intention to do so at least one week before the date of the open house.
- (3) Realtor lock boxes are not permitted on the common or limited common property,

## **Division 2 - Powers and Duties of Strata Corporation**

### **14. Repair and maintenance of property by strata corporation**

- (1) Subject to Bylaw 2(3), the strata corporation must repair and maintain all of the following:
  - (a) common assets of the strata corporation;
  - (b) common property that has not been designated as limited common property (but excluding items attached to the common property by an owner);
  - (c) limited common property, but the duty to repair and maintain it is restricted to
    - (i) repair and maintenance that in the ordinary course of events occurs less often than once a year, and
    - (ii) the following, no matter how often the repair or maintenance ordinarily occurs:
      - (A) the structure of a building;
      - (B) the exterior of a building;
      - (C) chimneys, stairs, patios, decks, balconies and other things attached to the exterior of a building;
      - (D) doors and windows (including frames) on the exterior of a building or that front on the common property; and
      - (E) fences, railings and similar structures that enclose patios, balconies and yards.
  - (d) A strata lot, but the duty to repair and maintain it is restricted to
    - (i) the structure of a building,
    - (ii) the exterior of a building,
    - (iii) chimneys, stairs, decks, balconies and other things attached to the exterior of a building,
    - (iv) doors and windows (including frames) on the exterior of a building or that front on the common property; and

- (v) fences, railings and similar structures that enclose patios, balconies and yards

## **15. Acquisition and Disposal of Personal Property**

For the purposes of section 82(3) of the Act, the strata corporation may acquire or dispose of personal property of the strata corporation up to and including \$1,000.00 in value without approval by way of a resolution of the owners passed by a 3/4 vote. If the acquisition is approved as part of the Operating Budget, then the amount for the purposes of section 82(3) shall be the amount set out in the Operating Budget.

## **Division 3 - Council**

### **16. Council size**

The council must have 3 to 7 members.

### **17. Council Membership**

- (1) Subject to the other provisions of these bylaws, the spouse (as defined in Regulation 8.1(2) of the Act) of an owner, may be elected to council provided that the spouse who is an owner has waived, in writing, their right to be elected to council.
- (2) Where the strata corporation is entitled to register a lien against a strata lot under section 116 of the Act, the owner of that strata lot is ineligible for election to the council and where that owner is already a member of the council, they shall be deemed to have resigned from council upon registration of a lien.

### **18. Council members' terms**

- (1) The term of office of a council member ends with the election of a new council.
- (2) A person whose term as council member is ending is eligible for re-election.

### **19. Removing a council member**

- (1) The strata council may, by a resolution passed by a vote of all the council members (except the member who they are seeking to remove), choose to remove a council member.
- (2) If a strata council member has been unable or unwilling to act for 3 months or has failed to attend a total of 3 council meetings in a fiscal year they shall be deemed to have been removed from council.
- (3) The owners within the strata corporation may, by a resolution passed by a majority vote at an annual or special general meeting, remove one or more council members.
- (4) After removing a council member under (3), the strata corporation must hold an election at the same annual or special general meeting to replace the council member for the remainder of the term.

## 20. Replacing council member

- (1) If a council member resigns or has been removed pursuant to Bylaw 19(1) or (2), the remaining members of the council must appoint a replacement council member for the remainder of the term, unless there is no person who is willing to fill the position.
- (2) A replacement council member may be appointed from any person eligible to sit on the council.
- (3) The council may appoint a council member under this section even if the absence of the member being replaced leaves the council without a quorum.
- (4) If all the members of the council resign or are unwilling or unable to act for a period of 2 or more months, persons holding at least 20% of the strata corporation's votes may hold a special general meeting to elect a new council by complying with the provisions of the Act, the regulations and the bylaws respecting the calling and holding of meetings.

## 21. Officers

- (1) At the first meeting of the council held after each annual general meeting of the strata corporation, the council must elect, from among its members, a president, a vice president, a secretary and a treasurer.
- (2) A person may hold more than one office at a time, other than the offices of president and vice president.
- (3) The vice president has the powers and duties of the president
  - (a) while the president is absent or is unwilling or unable to act, or
  - (b) for the remainder of the president's term if the president ceases to hold office.
- (4) The council, by majority vote, may remove an officer from their office (but not from council) and may (except in the case of the president) appoint a replacement officer from among themselves for the remainder of the term.
- (5) The secretary shall serve as privacy officer under the *Personal Information Protection Act* unless another council member is appointed to that role.

## 22. Limit on Liability of Council Member

- (1) A council member who acts honestly and in good faith is not personally liable because of anything done or omitted to be done in the exercise or intended exercise of any power or duty of the council.
- (2) Subparagraph (1) does not affect a council member's liability, as an owner, for a judgment against the strata corporation.



### **23. Calling council meetings**

- (1) Any council member may call a council meeting by giving the other council members one week's notice of the meeting, specifying the reason for calling the meeting.
- (2) The notice does not have to be in writing.
- (3) A council meeting may be held on less than one week's notice if
  - (a) all council members consent in advance of the meeting, or
  - (b) the meeting is required to deal with an emergency or urgent situation, and all council members either
    - (i) consent in advance of the meeting, or
    - (ii) are unavailable to provide consent after reasonable attempts to contact them.

### **24. Quorum of council**

- (1) A quorum of the council is
  - (a) 2, if the council consists of 3 or 4 members,
  - (b) 3, if the council consists of 5 or 6 members, and
  - (c) 4, if the council consists of 7 members.
- (2) Council members must be present in person at the council meeting to be counted in establishing quorum.

### **25. Council meetings**

- (1) At the option of the council, council meetings may be held by electronic means, so long as all council members and other participants can communicate with each other.
- (2) If a council meeting is held by electronic means, council members are deemed to be present in person.
- (3) Owners may attend council meetings as observers.
- (4) Despite subsection (3), no observers may attend those portions of council meetings that deal with any of the following:
  - (a) bylaw contravention hearings under section 135 of the Act;
  - (b) rental restriction bylaw exemption hearings under section 144 of the Act;
  - (c) a hearing requested by an owner or tenant;

- (d) review of correspondence regarding breach or an alleged breach of the bylaws;
- (e) any other matters if the presence of observers would, in the council's opinion, unreasonably interfere with an individual's privacy.

(5) Despite subsection (3) the council may vote to ask an observer to leave if such observer is interfering with the meeting.

## **26. Voting at council meetings**

- (1) At council meetings, decisions must be made by a majority of council members present in person at the meeting.
- (2) If there is a tie vote at a council meeting, the president may break the tie by casting a second, deciding vote.
- (3) The results of all votes at a council meeting must be recorded in the council meeting minutes.
- (4) For the purposes of this bylaw, "majority vote" means a vote in favour of a resolution by more than 1/2 of the votes cast by council members who are present and who have not abstained from voting.

## **27. Council to inform owners of minutes**

The council must inform owners of the minutes of all council meetings within 2 weeks of the meeting, whether or not the minutes have been approved.

## **28. Delegation of council's powers and duties**

- (1) Subject to subsections (2) to (4), the council may delegate some or all of its powers and duties to one or more council members or persons who are not members of the council, and may revoke the delegation.
- (2) The council may delegate its spending powers or duties, but only by a resolution that
  - (a) delegates the authority to make an expenditure of a specific amount for a specific purpose, or
  - (b) delegates the general authority to make expenditures in accordance with subsection (3).
- (3) A delegation of a general authority to make expenditures must
  - (a) set a maximum amount that may be spent, and
  - (b) indicate the purposes for which, or the conditions under which, the money may be spent.
- (4) The council may not delegate its powers to determine, based on the facts of a particular

case,

- (a) whether a person has contravened a bylaw or rule,
- (b) whether a person should be fined, and the amount of the fine,
- (c) whether a person should be denied access to a recreational facility, or
- (d) whether to grant an exemption under section 144 of the Act;

### **29. Spending restrictions**

- (1) A person may not spend the strata corporation's money unless the person has been delegated the power to do so in accordance with these bylaws.
- (2) Despite subsection (1), a council member may spend the strata corporation's money to repair or replace common property or common assets if the repair or replacement is immediately required to ensure safety or prevent significant loss or damage.

### **30. Unapproved Expenditures**

For the purposes of section 98(2) of the Act the maximum unapproved expenditure, together with all other unapproved expenditures, shall not exceed \$5,000.00.

## **Division 4 - Enforcement of Bylaws and Rules**

### **31. Fines**

- (1) The Strata corporation may fine an owner or a tenant a maximum of:
  - (a) \$200.00 for each contravention of a bylaw, other than a rental bylaw;
  - (b) \$500.00 for each contravention of a rental bylaw; and
  - (c) \$50.00 for each contravention of a rule.
- (2) Fines, the costs to remedy a bylaw contravention and other similar amounts levied by the strata corporation must be paid within 14 days of being levied. Where an owner or tenant fails to pay the same when due, the strata corporation may take steps to collect the amount(s) and the owner or tenant shall indemnify the strata corporation for all expenses and costs (including legal fees, taxes and disbursements on a solicitor and own client basis) incurred by the strata corporation in collecting the same.

### **32. Continuing contravention**

If an activity or lack of activity that constitutes a contravention of a bylaw or rule continues, without interruption, for longer than 7 days, a fine may be imposed every 7 days.

## **Division 5 - Annual and Special General Meetings**

### **33. Failure to Reach Quorum**

Pursuant to section 48(3) of the Act if within fifteen (15) minutes of the time appointed for an annual or special general meeting a quorum is not present, the meeting stands adjourned for fifteen (15) minutes. At the time the meeting is reconvened, those eligible voters present shall constitute a quorum. In the event that one or more eligible voters leave during the course of the meeting, the quorum shall be reduced to the number of eligible voters then present.

### **34. Person to chair meeting**

- (1) Subject to subsections (2) and (3) annual and special general meetings must be chaired by the president of the council.
- (2) If the president of the council is unwilling or unable to act, the meeting must be chaired by the vice president of the council.
- (3) If neither the president nor the vice president of the council chairs the meeting, a chair must be elected by the eligible voters present in person or by proxy from among those persons who are present at the meeting, including a strata manager.

### **35. Participation by other than eligible voters**

- (1) Tenants and occupants may attend annual and special general meetings, whether or not they are eligible to vote.
- (2) Persons who are not eligible to vote, including tenants and occupants, may participate in the discussion at the meeting, but only if permitted to do so by the chair of the meeting.
- (3) Persons who are not eligible to vote, including tenants and occupants, must leave the meeting if requested to do so by a resolution passed by a majority vote at the meeting.

### **36. Voting**

- (1) At an annual or special general meeting, voting cards must be issued to eligible voters.
- (2) At an annual or special general meeting a vote is decided on a show of voting cards, unless an eligible voter requests a precise count.
- (3) If a precise count is requested, the chair must decide whether it will be by show of voting cards or by roll call, secret ballot or some other method.
- (4) The outcome of each vote, including the number of votes for and against the resolution if a precise count is requested, must be announced by the chair and recorded in the minutes of the meeting.
- (5) If there is a tie vote at an annual or special general meeting, the president, or, if the president is absent or unable or unwilling to vote, the vice president, may break the tie

by casting a second, deciding vote.

- (6) A vote must be held by secret ballot, if the secret ballot is requested by an eligible voter, unless the chair has already decided on another form of vote under subsection (3).
- (7) A vote for strata lot may not be exercised, except on matters requiring a unanimous vote or an 80% vote, if the strata corporation is entitled to register a lien against that strata lot under section 116 of the Act.
- (8) Each person elected to the strata council must be elected by a majority vote, unless the owners present in person and proxy at the annual general meeting, by majority vote, approve another method of election.

### **37. Order of business**

- (1) The order of business at annual and special general meetings is as follows:
  - (a) certify proxies and corporate representatives and issue voting cards;
  - (b) determine that there is a quorum;
  - (c) elect a person to chair the meeting, if necessary;
  - (d) present to the meeting proof of notice of meeting or waiver of notice;
  - (e) approve the agenda;
  - (f) approve minutes from the last annual or special general meeting;
  - (g) deal with unfinished business;
  - (h) receive reports of council activities and decisions since the previous annual general meeting, including reports of committees, if the meeting is an annual general meeting;
  - (i) ratify any new rules made by the strata corporation under section 125 of the Act;
  - (j) report on insurance coverage in accordance with section 154 of the Act, if the meeting is an annual general meeting;
  - (k) approve the budget for the coming year in accordance with section 103 of the Act, if the meeting is an annual general meeting;
  - (l) deal with new business, including any matters about which notice has been given under section 45 of the Act;
  - (m) elect a council, if the meeting is an annual general meeting;
  - (n) terminate the meeting.

- (2) No person may make an audio or video recording of any part of a general meeting except where doing so is approved by majority vote of the owners present in person or by proxy at the meeting.

### **38. Summary Financial Statements**

Pursuant to Regulation 6.7(3) the strata corporation may distribute with its Notice of Annual General Meeting, financial statements in summary form.

### **Division 6 - Additional Bylaws**

### **39. Insurance Deductible and Damage to Property**

- (1) For the purposes of section 149(4)(b) of the Act "major perils" shall include the peril of "earthquake" in addition to those perils listed under Regulation 9.1(2).
- (2) The owner of a strata lot shall be obligated to pay to the strata corporation upon demand the amount of any insurance deductible paid by the strata corporation in relation to any claim made under or against the strata corporation's insurance policy, where:
  - (a) the owner, a tenant, an occupant of that owner's strata lot or their guest or invitee are responsible for the cause of the claim: or
  - (b) the source of the damage giving rise to the claim originated in that owner's strata lot (other than from common property within the strata lot).
- (3) If an owner makes an insurance claim under the strata corporation's insurance policy in relation to any portion of that owner's strata lot which the strata corporation is required to insure and:
  - (a) the owner, a tenant, an occupant of that owner's strata lot or their guest or invitee are responsible for the cause of the claim; or
  - (b) the source of the damage giving rise to the claim originated in that owner's strata lot (other than from common property within the strata lot), the owner shall pay directly any deductible related to such claim.
- (4) The strata corporation, subject to the terms of the Act and these bylaws, shall recover from an owner or tenant (as the case may be) the costs to repair any physical damage to the common property, limited common property or those portions of a strata lot which the strata corporation is required to repair (or otherwise choose to repair) and which is not covered by the strata corporation's insurance policy for which:
  - (a) the owner, a tenant, an occupant of the strata lot or their guest or invitee are responsible; or
  - (b) the source of which originated in that strata lot (other than from common property within the strata lot).

- (5) The strata corporation may choose to seek recovery (including suing) from only the owner of a strata lot in relation to damage caused by a tenant or occupant of that strata lot or their guest or invitee. Nothing in this bylaw shall act to restrict the rights of the strata corporation pursuant to section 133 of the Act.
- (6) The owner of a strata lot shall be obligated to pay to another owner the reasonable costs (including any insurance deductible paid by them) to repair any damage to that other owner's strata lot (not otherwise covered by an insurance claim under the strata corporation's policy) for which the owner, a tenant, an occupant of the strata lot or their guest or invitee are responsible or the source of which originated in the owner's strata lot (other than from common property within the strata lot)
- (7) The strata council, acting reasonably, and after having provided an owner facing liability under this bylaw with an opportunity to make submissions to the strata council, shall determine whether or not an owner is responsible for damage or whether the source of the damage originated within the owner's strata lot.
- (8) Where the strata corporation carries out emergency repairs (including taking steps to limit damage) to a strata lot, and such repairs are not covered by the strata corporation's insurer as part of a claim or otherwise recoverable under subsection (3), the owner of that strata lot to which the repairs were done shall pay to the strata corporation the costs incurred by it in doing so.

#### **40. Court Actions**

- (1) In accordance with section 171(4) of the Act the authorization referred to under section 171(2) of the Act is not required for a proceeding under the Small Claims Act. Such proceedings may be commenced with the approval of the council only.
- (2) The strata corporation, in enforcing the Act, the bylaws or the rules against or in collecting money owed to the strata corporation (including money owing as a fine or otherwise assessed as owing) from one or more owners, tenants or occupants of a strata lot shall (unless the court or arbitrator orders otherwise) be entitled to recover from that owner, tenant or occupant (or one or more of them jointly and severally) its legal costs on a solicitor-and-own-client basis.

#### **41. Rental Restrictions**

- (1) Subject to the Act, the rental of strata lots (either partly or entirely) is prohibited.
- (2) Should an owner rent a strata lot to a family member (as defined by the Act), obtain permission under section 144 of the Act to rent on the basis of a hardship or rent under any other statutory exemption to this bylaw that owner must submit a signed Notice of Tenant's Responsibility to the Strata corporation within the time limit allowed under the Act.
- (3) An owner who fails to submit a signed Notice of Tenant's Responsibility within the time limit allowed under the Act shall be subject to a fine in the amount of \$100.00 for every month or part thereof that the strata lot is rented, and the strata corporation is not in

receipt of a signed Notice of Tenant's Responsibility.

- (4) An owner who rents a strata lot contrary to this bylaw shall be subject to a fine of \$500.00.
- (5) For the purposes of this bylaw, the rental or leasing of a strata lot shall be defined to include occupancy of a strata lot, regardless of whether or not money or other consideration is paid for the right to occupy the strata lot, by:
  - (a) a person who is not an owner, without the owner also residing in the strata lot, for a period of greater than sixty (60) days; or
  - (b) different persons who are not owners, without the owner also residing in the strata lot, for periods of less than sixty (60) days, but which total more than sixty (60) days in a calendar year.

#### **42. Access Control System**

The strata corporation may install and operate an access control system in relation to the entry doors and certain other areas of the common property (i.e. recreation facilities and storage areas) and shall establish a policy in compliance with the Personal Information Protection Act for the operation of the system and the use and storage of information collected by it. Owners, tenants and occupants of the strata corporation are hereby deemed to have consented to the use, collection and disclosure of information recorded by the system so long as the same is done in accordance with the terms of the policy established pursuant to this bylaw.

#### **43. Marijuana**

- (1) For the purposes of this bylaw, a reference to "marijuana" shall include "cannabis".
- (2) Subject to (3) below, the smoking, cultivation, and alteration or processing of marijuana is prohibited within a strata lot and on the common and limited common property.
- (3) An owner, tenant or occupant with a valid medical marijuana license issued under the *Access to Marijuana for Medical Purposes Regulations* (a "License") will be permitted to:
  - (a) smoke marijuana in a strata lot only (excluding any balconies, decks or patios which may form part of the strata lot) provided that a medical doctor prescribes smoking as the only means by which it can be consumed;
  - (b) cultivate marijuana in a strata lot for their own use; or
  - (c) alter or process marijuana within a strata lot for their own use.
- (4) An owner, tenant, occupant or visitor with a License who smokes marijuana within a strata lot must not permit the smoke to escape the strata lot such that it can be smelled by another resident.



- (5) An owner, tenant, or occupant with a License who cultivates marijuana or alters the form of marijuana within a strata lot must not permit any fumes or odours created by doing so to escape the strata lot such that it can be smelled by another resident.
- (6) An owner, tenant, or occupant with a License who plans to undertake any of the activities described in this bylaw, or any other activities related to medical marijuana must:
  - (a) prior to undertaking such activity, provide a copy of their License to the strata corporation;
  - (b) comply with all relevant federal, provincial, and municipal statutes, regulations, bylaws, and rules regarding the production and processing of marijuana;
  - (c) allow the strata corporation access to their strata lot in accordance with the strata corporation's bylaws to ensure compliance with such laws;
  - (d) prior to installing any equipment related to the cultivation of marijuana for medical purposes, obtain approval from the strata corporation with respect to the proposed location and method of installation. While the strata corporation may not unreasonably withhold approval, it may require, as part of granting approval, that such things to be done and such steps to be taken as may be necessary to protect the building and limit the impact of the effects of the cultivation on other residents;
  - (e) not alter or process marijuana by a method or in a manner which is unsafe and poses an unreasonable risk to the building(s);

#### **44. Clubhouse area facilities**

- (1) The recreation facilities are for the use of the residents and invited guests only. A resident "must" accompany their guests when using these facilities;
- (2) The strata council may from time to time, prescribe Rules related to the use of the clubhouse recreation facilities and upon publication of a Rule so made by the strata council, the same shall be binding on each occupier, his/her visitors and guests (whether an owner or not) of a strata lot;

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held April 18, 2018 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Sten Christiansen - Treasurer  
Sian Osborne - VP/Secretary  
Lucy Worobetz - Landscaping  
Herb Mueller - Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Bob Pieper

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:02 p.m.

**MINUTES:**

It was moved by Sten Christiansen, seconded by Lucy Worobetz, that the Strata Council Meeting minutes of March 21, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**2018 AGM/Budget:**

A reminder that the AGM is scheduled for 25 April 2018. Owners who may be unable to attend are asked to complete and sign their voting Proxy and submit it to a Council member, or the Leonis Management office.

Registration will begin at 6:30, meeting to commence at 7:00.

**TREASURER'S REPORT – Frank Schindelka:**

Following review, it was moved by Sten Christiansen, seconded by Lucy Worobetz, that the March 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Use of Common Property:**

Council reminds all Owners that any/all improvements or alterations to common property must first be approved by Council – in writing. This means anything that is outside of the strata lot.

This same requirement is in place for any/all improvements or alterations within the strata lot, as it may have a profound impact on existing coverage under the Strata Insurance Policy.

**Change of Web Domain Host:**

Council discussed and approved the changing of the web hosting of the peninsula133.ca domain and email accounts.

**Civil Resolution Tribunal:**

Council also discussed, and approved, the continued negotiation to resolve (through the BC Civil Resolution Tribunal) an unpaid amount that was invoiced by an outside trade for work that had not been completed.

**COMMITTEE REPORTS:**

**Maintenance Report: Bob Pieper**

As Mr. Pieper was unable to attend this meeting there was no report available. A report was submitted subsequent to the meeting and is attached to these minutes.

**Gardening Report: Lucy Worobetz**

Lucy Worobetz provided her report on landscaping work undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

**Bylaws: - Doug Pawson**

A reminder that the current Bylaws provide that '*Vehicle speed is restricted to 15 KPH within the complex.*'

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 7, 14, 22, 26, 30, 32, 39, 65, 75, 83, 84, 85, 89, 90 and 95.

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:24 p.m.

The next regular Council Meeting is scheduled for **Wednesday, May 16, 2018 @ 7:00 p.m.**

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:

The Owners, Strata Corporation LMS 133  
c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
Faxes may be sent via Leonis to 604 575 5476.

Residents of Peninsula Village are advised that they can obtain current and archival Minutes of Meetings and Financial Reports for Peninsula Village by visiting the

- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: Ims133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

**Maintenance Report LMS133 Peninsula Village**

March 15, 2018 – April 15, 2018

Items recently attended to:

1. Columbia Irrigation – repairs and restart Irrigation
2. S.W.R. Drainage - Recheck sewer pipe phase 4
3. Clean glass and replace bulb pole light @ unit 75
4. Replace soffit boards – Midvalley roofing - unit 22
5. E-tron Electric – repair circuit to 152 gate console
6. Over the Top Cleaners – clean gutters and down spouts
7. Repair and paint after sealing flat roof drain - unit 48
8. Meet with John Boy Painting re warranty work
9. Check electrical meter 5007090 for high readings

Upcoming Routine Maintenance Jobs to be scheduled:

1. Replace pond pump and restart fountain...
2. Schedule repainting of roadway markers and graphics
3. Complete interior electrical work on 24<sup>th</sup> Ave storage room
4. Schedule roof moss remediation, spray treatment only....
5. Replacement of pressure treated 2X4 edging – various units
6. Schedule excavation to repair underground wiring phase 4.
7. Recall painters for peeling paint on eaves....
8. Do walk around for paint touch up after ( plant removals)

Respectfully submitted

H. Mueller/R. Pieper

### Gardening Report

In the past 2 months we have had 2 Alders and 1 Gum tree removed. Work is ongoing to repair the area left by the tree removal.

Approximately 10 large trees have been topped making them much safer.

Lilac bush in front of unit 32 has been pruned.

Our thanks to Audrey Newton for planting primulas by the 2 entrances and the clubhouse.

Our thanks as well to Audrey Newton and Priscilla Archer for their help in weeding the many dandelions on the outside boulevards around our property.

We purchased and planted 4 cedar trees in front of the new fence by the clubhouse. Thanks to Jim Giffen for volunteering his time and strength to dig the holes.

We've been told by our arborist that the large bean tree by the 152<sup>nd</sup> street entrance is showing signs of rotting. We are in the process of contacting the City of Surrey to inspect this tree for safety reasons.

A very large fir tree within 3 meters of unit 95's foundation is being considered by the City for removal.

We purchased a cedar tree to replace a dead one by unit 60.

Lawn remediation is underway by our gardening committee.

Lucy Worobetz

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2017 - March 2018

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	371,588.03	371,586.38	405,367.00
Interest Penalties	0.00	2.88	0.00	0.00
Transfer from Retained Surplus - Project	0.00	33,549.60	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	350,315.87	0.00	0.00
Interest Income - Operating	129.45	1,692.00	458.37	500.00
<b>Total Operating Revenue</b>	<b>33,910.18</b>	<b>757,148.38</b>	<b>372,044.75</b>	<b>405,867.00</b>
<b>TOTAL REVENUE</b>	<b>33,910.18</b>	<b>757,148.38</b>	<b>372,044.75</b>	<b>405,867.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	918.54	3,285.44	2,566.63	2,800.00
Gas	31.16	279.08	275.00	300.00
Refuse Pick-up	1,805.61	19,398.09	20,166.63	22,000.00
<b>Total Utilities</b>	<b>2,755.31</b>	<b>22,962.61</b>	<b>23,008.26</b>	<b>25,100.00</b>
Repairs & Maintenance				
Repairs & Maintenance - General	1,036.00	25,459.66	18,333.37	20,000.00
Roof Maintenance	0.00	11,634.00	23,833.37	26,000.00
Enterphone / Phone Lines	60.68	479.66	458.37	500.00
Supplies	0.00	185.85	1,833.37	2,000.00
<b>Total Repairs and Maintenance</b>	<b>1,096.68</b>	<b>37,759.17</b>	<b>44,458.48</b>	<b>48,500.00</b>
Grounds				
Roadways/Walkways	4,368.00	7,697.55	5,500.00	6,000.00
Sewers/Drains	0.00	6,258.00	916.63	1,000.00
Landscape Maintenance	5,580.75	56,532.25	56,833.37	62,000.00
Landscape Improvements	0.00	16,657.66	18,333.37	20,000.00
Pest Control	305.13	3,350.80	4,583.37	5,000.00
Entrance Gates	0.00	1,045.47	5,500.00	6,000.00
<b>Total Grounds</b>	<b>10,253.88</b>	<b>91,541.73</b>	<b>91,666.74</b>	<b>100,000.00</b>
Administration				
Insurance	4,965.00	54,615.00	58,666.63	64,000.00
Insurance Valuation	0.00	0.00	220.00	240.00
Strata Management - Fees	1,985.55	21,841.05	21,841.38	23,827.00
Depreciation Report/Consulting	1,205.98	1,441.75	5,866.63	6,400.00
Sundry Items	74.91	3,510.35	2,750.00	3,000.00
Transfer to Contingency Reserve Fund	11,233.33	123,566.67	123,566.63	134,800.00
<b>Total Administration</b>	<b>19,464.77</b>	<b>204,974.82</b>	<b>212,911.27</b>	<b>232,267.00</b>
Projects				
Emergency Repairs Project	0.00	16,983.75	0.00	0.00
Roofing Project	0.00	21,189.00	0.00	0.00
Painting Project	0.00	194,989.62	0.00	0.00
Fence Project	0.00	54,148.50	0.00	0.00
Garage Door Project	0.00	94,762.50	0.00	0.00
<b>Total Projects</b>	<b>0.00</b>	<b>382,073.37</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL DISBURSEMENTS</b>	<b>33,570.64</b>	<b>739,311.70</b>	<b>372,044.75</b>	<b>405,867.00</b>
<b>SURPLUS DEFICIT</b>	<b>339.54</b>	<b>17,836.68</b>	<b>0.00</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**  
**Balance Sheet**  
 Period= March 2018  
 Book= Accrual

<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	35,202.82
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	468,473.69
Total Contingency Reserve Fund	<u>468,473.69</u>
Total Cash	505,176.51
Prepaid Insurance	68,838.00
Accounts Receivable	4,823.72
Total Current Assets	<u>578,838.23</u>
<b>TOTAL ASSETS</b>	<u><u>578,838.23</u></u>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Strata Fees Received in Advance	7.20
Total Current Liabilities	<u>7.20</u>
<b>TOTAL LIABILITIES</b>	<u>7.20</u>
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	691,831.88
CRF Current Year Contributions	123,566.67
CRF Current Year Interest	3,391.01
CRF Current Year Disbursements	<u>-350,315.87</u>
Total Contingency Reserve Fund	468,473.69
Retained Earnings	
Retained Earnings - Opening Balance	92,520.66
Current Earnings	17,836.68
Total Retained Earnings	<u>110,357.34</u>
<b>TOTAL EQUITY AND FUND BALANCES</b>	<u>578,831.03</u>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<u><u>578,838.23</u></u>



\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Mar 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>2,366.90</b>	<b>= Beginning Balance =</b>
pen0133	BC Hydro (v0000004)	61.10	0.00	2,428.00	Mar 2018 elec #5216081
pen0133	BC Hydro (v0000004)	857.44	0.00	3,285.44	Mar 2018 elec #1875644
	<b>Net Change=918.54</b>	<b>918.54</b>	<b>0.00</b>	<b>3,285.44</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>247.92</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	31.16	0.00	279.08	March 2018 gas #862749
	<b>Net Change=31.16</b>	<b>31.16</b>	<b>0.00</b>	<b>279.08</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>17,592.48</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	19,398.09	March 2018 waste removal
	<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>19,398.09</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>24,423.66</b>	<b>= Beginning Balance =</b>
pen0133	Lundline Glass & Exteriors (v0000145)	336.00	0.00	24,759.66	#89 Basement windows
pen0133	Lundline Glass & Exteriors (v0000145)	700.00	0.00	25,459.66	#69 Doorlite
	<b>Net Change=1,036.00</b>	<b>1,036.00</b>	<b>0.00</b>	<b>25,459.66</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>11,634.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,634.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>418.98</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	30.34	0.00	449.32	March 2018 acct# 238742582
pen0133	Telus (v0000038)	30.34	0.00	479.66	March 2018 acct# 238742583
	<b>Net Change=60.68</b>	<b>60.68</b>	<b>0.00</b>	<b>479.66</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>185.85</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>185.85</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>3,329.55</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	404.25	0.00	3,733.80	Feb 14/18 De-ice roadways
pen0133	Vista Landscape Services Ltd. (v0000064)	404.25	0.00	4,138.05	Feb 18/18 De-ice roadways
pen0133	Vista Landscape Services Ltd. (v0000064)	404.25	0.00	4,542.30	Feb 21/18 De-ice roadways
pen0133	Vista Landscape Services Ltd. (v0000064)	404.25	0.00	4,946.55	Feb 22/18 De-ice roadways
pen0133	Vista Landscape Services Ltd. (v0000064)	761.25	0.00	5,707.80	Feb 23/18 Snow removal and de-icing
pen0133	Diamond Shovel Contracting (v0000639)	1,989.75	0.00	7,697.55	Feb/18 Snow clearing & salting
	<b>Net Change=4,368.00</b>	<b>4,368.00</b>	<b>0.00</b>	<b>7,697.55</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>6,258.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,258.00</b>	<b>= Ending Balance =</b>

\* Amounts in cad

## Peninsula Village - LMS 133 (pen0133) General Ledger

Period = Mar 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>533000</b>	<b>Landscape Maintenance</b>			<b>50,951.50</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	56,532.25	March 2018 landscaping services
	<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>56,532.25</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>16,657.66</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,657.66</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>3,045.67</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	305.13	0.00	3,350.80	Mar/18 pest control
	<b>Net Change=305.13</b>	<b>305.13</b>	<b>0.00</b>	<b>3,350.80</b>	<b>= Ending Balance =</b>
<b>536000</b>	<b>Entrance Gates</b>			<b>1,045.47</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,045.47</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>49,650.00</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	4,965.00	0.00	54,615.00	Insurance expense
	<b>Net Change=4,965.00</b>	<b>4,965.00</b>	<b>0.00</b>	<b>54,615.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>19,855.50</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	1,985.55	0.00	21,841.05	March 2018 strata management fees
	<b>Net Change=1,985.55</b>	<b>1,985.55</b>	<b>0.00</b>	<b>21,841.05</b>	<b>= Ending Balance =</b>
<b>556500</b>	<b>Depreciation Report/Consulting</b>			<b>235.77</b>	<b>= Beginning Balance =</b>
pen0133	Cleveland Doan LLP (v0000013)	1,205.98	0.00	1,441.75	Review of current bylaws file #21619
	<b>Net Change=1,205.98</b>	<b>1,205.98</b>	<b>0.00</b>	<b>1,441.75</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>3,435.44</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	49.91	0.00	3,485.35	Photocopies, faxes, mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	3,510.35	Bank Service Charge
	<b>Net Change=74.91</b>	<b>74.91</b>	<b>0.00</b>	<b>3,510.35</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>112,333.34</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	123,566.67	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>123,566.67</b>	<b>= Ending Balance =</b>
<b>800400</b>	<b>Emergency Repairs Project</b>			<b>16,983.75</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,983.75</b>	<b>= Ending Balance =</b>
<b>802000</b>	<b>Roofing Project</b>			<b>21,189.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,189.00</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Mar 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
802500	Painting Project			194,989.62	= Beginning Balance =
	Net Change=0.00	0.00	0.00	194,989.62	= Ending Balance =
803000	Fence Project			54,148.50	= Beginning Balance =
	Net Change=0.00	0.00	0.00	54,148.50	= Ending Balance =
805100	Garage Door Project			94,762.50	= Beginning Balance =
	Net Change=0.00	0.00	0.00	94,762.50	= Ending Balance =
		<b>33,570.64</b>	<b>0.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held March 21, 2018 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Sten Christiansen - Treasurer  
Sian Osborne - VP/Secretary  
Herb Mueller - Maintenance  
Bob Pieper - Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Lucy Worobetz

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 6:58 p.m.



**MINUTES:**

It was moved by Sten Christiansen, seconded by Bob Pieper, that the Strata Council Meeting minutes of February 21, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Bylaw Review:**

A Town Hall meeting was held on March 19<sup>th</sup> to discuss the proposed new bylaws. The final draft will be included in the package for Owners to vote on/approve at next month's Annual General Meeting (AGM).

**2018 AGM/Budget:**

The AGM is scheduled for 25 April 2018. Council reviewed and updated the draft budget to be presented to the Owners for approval at the meeting. Any resolutions requiring Owner approval will also be included in the meeting package.

**TREASURER'S REPORT – Frank Schindelka:**

Following review, it was moved by Sten Christiansen, seconded by Herb Mueller, that the February 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.

**NEW BUSINESS**

**Strata Rules:**

Following discussion, it was decided to table any review of current Rules until a new Council has been elected. The new Council will be tasked with reviewing the Rules and updating as needed.

**Social Committee Request:**

The Social Committee had asked Council to consider reimbursing it for the purchase of new Clubhouse cushions. Following discussion, it was moved by Bob Pieper, seconded by Sten Christiansen, that the reimbursement of the new cushion purchase of \$179.12 be approved, carried.

**COMMITTEE REPORTS:**

**Maintenance Report:** Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

**Gardening Report:**

Vista has aerated the grass and are in the process of applying lime to the grass areas in the complex.

**Bylaws:** - Doug Pawson

There have been vehicles identified that have been illegally parked throughout the complex. The bylaw officer will contact those people affected.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 7, 32, 39, 52, 53, 68, 84, 86, 89, and 90.

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There being no further business, the meeting terminated at 8:32 p.m.

The next regular Council Meeting is scheduled for **Wednesday, April 18, 2018 @ 7:00 p.m.**

The Strata **Annual General Meeting** will be held:

**Wednesday, April 25, 2018**

**Registration to begin at 6:30 p.m., Meeting to commence at 7:00 p.m.**

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:

The Owners, Strata Corporation LMS 133  
c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
Faxes may be sent via Leonis to 604 575 5476.

Residents of Peninsula Village are advised that they can obtain current and archival Minutes of Meetings and Financial Reports for Peninsula Village by visiting the

- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

Maintenance Report LMS 133 Peninsula Village  
January 15 2018 – February 15 2018

Items recently attended to

1. Consult electrical contractor – carriage lights out - 88-91.
2. Clean glass and replace bulbs - two street light fixtures.
3. Organize placement of red dots in postal mail boxes.
4. Repairs to sagging shopping center gate.
5. Call Lundline Glass - replace broken patio window glass.
6. Find a plumbing company equipped to scope sewer dig.
7. Finish entrance gate storage space to lockup stage – thx. Jim.
8. Replace screws in shopping center gate -upper hinge.
9. Order one 24/152. Outer sidewalk clearing and salting.
10. Order one salt application – internal roadways.
11. Shovel clubhouse sidewalks - clear pedestrian entrance walks.
12. Sign out – strata documents to owner considering a renovation.

Upcoming Routine Maintenance Jobs to be scheduled

1. Install privacy fences around clubhouse, back ordered.
2. Schedule repainting of roadway markers and graphics.
3. Complete interior electrical work on 24th Ave storage.
4. Schedule roof moss remediation, spray treatment only.
5. Replacement of pressure treated 2X4 edging – various units.
6. Schedule excavation to repair underground wiring phase 4.

Respectfully submitted  
H. Mueller/R. Pieper

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2017 - February 2018

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.73	337,807.30	337,805.80	405,367.00
Interest Penalties	0.00	2.88	0.00	0.00
Transfer from Retained Surplus - Project	0.00	33,549.60	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	350,315.87	0.00	0.00
Interest Income - Operating	113.15	1,562.55	416.70	500.00
Total Operating Revenue	<u>33,893.88</u>	<u>723,238.20</u>	<u>338,222.50</u>	<u>405,867.00</u>
<b>TOTAL REVENUE</b>	<b>33,893.88</b>	<b>723,238.20</b>	<b>338,222.50</b>	<b>405,867.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	0.00	2,366.90	2,333.30	2,800.00
Gas	22.25	247.92	250.00	300.00
Refuse Pick-up	1,805.61	17,592.48	18,333.30	22,000.00
Total Utilities	<u>1,827.86</u>	<u>20,207.30</u>	<u>20,916.60</u>	<u>25,100.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	0.00	24,423.66	16,666.70	20,000.00
Roof Maintenance	0.00	11,634.00	21,666.70	26,000.00
Enterphone / Phone Lines	60.68	418.98	416.70	500.00
Supplies	0.00	185.85	1,666.70	2,000.00
Total Repairs and Maintenance	<u>60.68</u>	<u>36,662.49</u>	<u>40,416.80</u>	<u>48,500.00</u>
Grounds				
Roadways/Walkways	0.00	3,329.55	5,000.00	6,000.00
Sewers/Drains	0.00	6,258.00	833.30	1,000.00
Landscape Maintenance	5,580.75	50,951.50	51,666.70	62,000.00
Landscape Improvements	2,928.73	16,657.66	16,666.70	20,000.00
Pest Control	305.13	3,045.67	4,166.70	5,000.00
Entrance Gates	0.00	1,045.47	5,000.00	6,000.00
Total Grounds	<u>8,814.61</u>	<u>81,287.85</u>	<u>83,333.40</u>	<u>100,000.00</u>
Administration				
Insurance	4,965.00	49,650.00	53,333.30	64,000.00
Insurance Valuation	0.00	0.00	200.00	240.00
Strata Management - Fees	1,985.55	19,855.50	19,855.80	23,827.00
Depreciation Report/Consulting	0.00	235.77	5,333.30	6,400.00
Sundry Items	153.23	3,435.44	2,500.00	3,000.00
Transfer to Contingency Reserve Fund	11,233.33	112,333.34	112,333.30	134,800.00
Total Administration	<u>18,337.11</u>	<u>185,510.05</u>	<u>193,555.70</u>	<u>232,267.00</u>
Projects				
Emergency Repairs Project	0.00	16,983.75	0.00	0.00
Roofing Project	0.00	21,189.00	0.00	0.00
Painting Project	0.00	194,989.62	0.00	0.00
Fence Project	0.00	54,148.50	0.00	0.00
Garage Door Project	0.00	94,762.50	0.00	0.00
Total Projects	<u>0.00</u>	<u>382,073.37</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b><u>29,040.26</u></b>	<b><u>705,741.06</u></b>	<b><u>338,222.50</u></b>	<b><u>405,867.00</u></b>
<b>SURPLUS DEFICIT</b>	<b><u>4,853.62</u></b>	<b><u>17,497.14</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>



**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= February 2018

Book= Accrual

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<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	99,085.64
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	456,781.44
Total Contingency Reserve Fund	456,781.44
Total Cash	557,367.08
Prepaid Insurance	4,965.00
Accounts Receivable	4,474.36
Total Current Assets	566,806.44
<b>TOTAL ASSETS</b>	<b>566,806.44</b>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Strata Fees Received in Advance	7.20
Total Current Liabilities	7.20
<b>TOTAL LIABILITIES</b>	<b>7.20</b>
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	691,831.88
CRF Current Year Contributions	112,333.34
CRF Current Year Interest	2,932.09
CRF Current Year Disbursements	-350,315.87
Total Contingency Reserve Fund	456,781.44
Retained Earnings	
Retained Earnings - Opening Balance	92,520.66
Current Earnings	17,497.14
Total Retained Earnings	110,017.80
<b>TOTAL EQUITY AND FUND BALANCES</b>	<b>566,799.24</b>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<b>566,806.44</b>

\* Amounts in cad

## Peninsula Village - LMS 133 (pen0133) General Ledger

Period = Feb 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
501000	<b>Electricity</b>			<b>2,366.90</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,366.90</b>	<b>= Ending Balance =</b>
501500	<b>Gas</b>			<b>225.67</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	22.25	0.00	247.92	Monthly gas usage
	<b>Net Change=22.25</b>	<b>22.25</b>	<b>0.00</b>	<b>247.92</b>	<b>= Ending Balance =</b>
503000	<b>Refuse Pick-up</b>			<b>15,786.87</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	17,592.48	Monthly waste removal contract
	<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>17,592.48</b>	<b>= Ending Balance =</b>
510000	<b>Repairs and Maintenance - General</b>			<b>24,423.66</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24,423.66</b>	<b>= Ending Balance =</b>
512500	<b>Roof Maintenance</b>			<b>11,634.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,634.00</b>	<b>= Ending Balance =</b>
513000	<b>Enterphone / Phone Lines</b>			<b>358.30</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	30.34	0.00	388.64	Monthly enterphoneline
pen0133	Telus (v0000038)	30.34	0.00	418.98	Monthly enterphone line
	<b>Net Change=60.68</b>	<b>60.68</b>	<b>0.00</b>	<b>418.98</b>	<b>= Ending Balance =</b>
521000	<b>Supplies</b>			<b>185.85</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>185.85</b>	<b>= Ending Balance =</b>
530500	<b>Roadways/Walkways</b>			<b>3,329.55</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,329.55</b>	<b>= Ending Balance =</b>
532500	<b>Sewers/Drains</b>			<b>6,258.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,258.00</b>	<b>= Ending Balance =</b>
533000	<b>Landscape Maintenance</b>			<b>45,370.75</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	50,951.50	Monthly landscaping contract
	<b>Net Change=5,580.75</b>	<b>5,580.75</b>	<b>0.00</b>	<b>50,951.50</b>	<b>= Ending Balance =</b>
533500	<b>Landscape Improvements</b>			<b>13,728.93</b>	<b>= Beginning Balance =</b>
pen0133	Greenline Tree Service Ltd. (v0001035)	2,928.73	0.00	16,657.66	Topping 8 fir trees and pruning
	<b>Net Change=2,928.73</b>	<b>2,928.73</b>	<b>0.00</b>	<b>16,657.66</b>	<b>= Ending Balance =</b>
535500	<b>Pest Control</b>			<b>2,740.54</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	305.13	0.00	3,045.67	Monthly pest control service
	<b>Net Change=305.13</b>	<b>305.13</b>	<b>0.00</b>	<b>3,045.67</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Feb 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
536000	<b>Entrance Gates</b>			<b>1,045.47 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,045.47 = Ending Balance =</b>	
550500	<b>Insurance</b>			<b>44,685.00 = Beginning Balance =</b>	
pen0133	:PostRecurrng Insurance expense	4,965.00	0.00	49,650.00	Insurance expense
	<b>Net Change=4,965.00</b>	<b>4,965.00</b>	<b>0.00</b>	<b>49,650.00 = Ending Balance =</b>	
552000	<b>Strata Management - Fees</b>			<b>17,869.95 = Beginning Balance =</b>	
pen0133	Leonis Management & Consultants Ltd. (v0000005)	1,985.55	0.00	19,855.50	Strata property administration fees
	<b>Net Change=1,985.55</b>	<b>1,985.55</b>	<b>0.00</b>	<b>19,855.50 = Ending Balance =</b>	
556500	<b>Depreciation Report/Consulting</b>			<b>235.77 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>235.77 = Ending Balance =</b>	
559000	<b>Sundry Items</b>			<b>3,282.21 = Beginning Balance =</b>	
pen0133	Leonis Management & Consultants Ltd. (v0000005)	79.02	0.00	3,361.23	Photocopies, faxes and mailings
pen0133	WorkSafe BC (v0000096)	49.21	0.00	3,410.44	Annual WCB premium (2017)
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	3,435.44	Bank Service Charge
	<b>Net Change=153.23</b>	<b>153.23</b>	<b>0.00</b>	<b>3,435.44 = Ending Balance =</b>	
561000	<b>Transfer to Contingency Reserve Fund</b>			<b>101,100.01 = Beginning Balance =</b>	
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	112,333.34	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>112,333.34 = Ending Balance =</b>	
800400	<b>Emergency Repairs Project</b>			<b>16,983.75 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,983.75 = Ending Balance =</b>	
802000	<b>Roofing Project</b>			<b>21,189.00 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,189.00 = Ending Balance =</b>	
802500	<b>Painting Project</b>			<b>194,989.62 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>194,989.62 = Ending Balance =</b>	
803000	<b>Fence Project</b>			<b>54,148.50 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>54,148.50 = Ending Balance =</b>	
805100	<b>Garage Door Project</b>			<b>94,762.50 = Beginning Balance =</b>	
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>94,762.50 = Ending Balance =</b>	
		<b>29,040.26</b>	<b>0.00</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held February 21, 2018 at the Clubhouse.**

**PRESENT:** Doug Pawson - President  
Sten Christiansen - Treasurer  
Sian Osborne - VP/Secretary  
Herb Mueller - Maintenance  
Bob Pieper - Maintenance

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:** Lucy Worobetz, Frank Schindelka

**GUESTS:**

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:00p.m.

**MINUTES:**

It was moved by Herb Mueller, seconded by Sten Christiansen, that the Strata Council Meeting minutes of January 17, 2018, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Bylaw Review:**

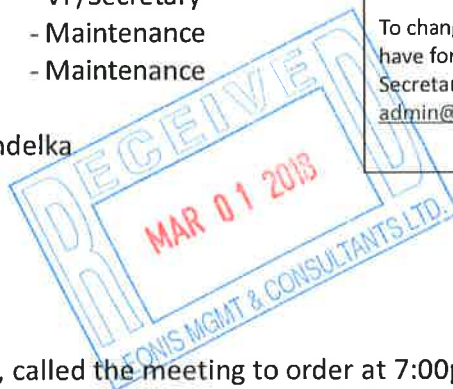
A draft of the proposed revised Bylaws was received from our Solicitor. Council will meet Thursday, March 8, 7 p.m. to review and discuss in depth. A TownHall meeting will be held to present the recommendations to the Owners prior to the AGM.

**Owner Emergency Contact Sheet:**

A revised draft was discussed by Council and accepted. Leonis will be requested to mail out to Owners to complete and submit back to Council.

**TREASURER'S REPORT - Sten Christiansen:**

Following review, it was moved by Sten Christiansen, seconded by Herb Mueller, that the January 2018 Financial Report be accepted as presented, carried. A copy of this Financial Report is attached to these Minutes for Owner's information.



**NEW BUSINESS**

**2018 AGM:**

The date of the **LMS133 AGM** will be **Wednesday, April 25, 2018**. Council discussed a number of different items that will be on the agenda. A TownHall meeting will be held on **Monday, March 19, 2018 at 7 p.m.** to present and discuss these items prior to the AGM.

**2018/2019 Budget:**

A draft 2018-2019 Budget was presented. Further discussion will be take place at the meeting on the March 8<sup>th</sup>.

**COMMITTEE REPORTS:**

**Maintenance Report:** Bob Pieper

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

**Gardening Report:**

Winter schedule is in effect.

**Bylaws: - Doug Pawson**

There have been vehicles identified that have been illegally parked throughout the complex. The bylaw officer will contact those people affected.

**CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 2, 32, 35, 55, 57, 65, 69, 71, 77, 89, 94, 95,

**OTHER STRATA BUSINESS:**

**ADJOURNMENT:**

There be no further business, it was moved by Sten Christianson, seconded by Herb Mueller to adjourn the meeting, at 8:30 p.m.

The special Council Meeting is scheduled for **Thursday, March 8, 2018** at 7:00 p.m.

The next regular Council Meeting is scheduled for **Wednesday, March 21, 2018 @ 7:00 p.m.**

#### Communication Information

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to [admin@peninsula133.ca](mailto:admin@peninsula133.ca). Alternatively, letters may be mailed or faxed care of Leonis Management, but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:

The Owners, Strata Corporation LMS 133  
c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
Faxes may be sent via Leonis to 604 575 5476.

Residents of Peninsula Village are advised that they can obtain current and archival Minutes of Meetings and Financial Reports for Peninsula Village by visiting the

- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

Maintenance Report LMS 133 Peninsula Village  
January 15 2018 – February 15 2018

Items recently attended to

1. Consult electrical contractor – carriage lights out - 88-91.
2. Clean glass and replace bulbs - two street light fixtures.
3. Organize placement of red dots in postal mail boxes.
4. Repairs to sagging shopping center gate.
5. Call Lundline Glass - replace broken patio window glass.
6. Find a plumbing company equipped to scope sewer dig.
7. Finish entrance gate storage space to lockup stage – thx. Jim.
8. Replace screws in shopping center gate -upper hinge.
9. Order one 24/152. Outer sidewalk clearing and salting.
10. Order one salt application – internal roadways.
11. Shovel clubhouse sidewalks - clear pedestrian entrance walks.
12. Sign out – strata documents to owner considering a renovation.

Upcoming Routine Maintenance Jobs to be scheduled

1. Install privacy fences around clubhouse, back ordered.
2. Schedule repainting of roadway markers and graphics.
3. Complete interior electrical work on 24th Ave storage.
4. Schedule roof moss remediation, spray treatment only.
5. Replacement of pressure treated 2X4 edging – various units.
6. Schedule excavation to repair underground wiring phase 4.

Respectfully submitted  
H. Mueller/R. Pieper

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**

**Budget Comparison**

Period From May 2017 - January 2018

Books = Accrual

	<b>PTD Actual</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.81	304,026.57	304,025.22	405,367.00
Interest Penalties	0.00	2.88	0.00	0.00
Transfer from Retained Surplus - Project	0.00	33,549.60	0.00	0.00
Transfer from Contingency Reserve Fund	0.00	350,315.87	0.00	0.00
Interest Income - Operating	177.87	1,449.40	375.03	500.00
Total Operating Revenue	<u>33,958.68</u>	<u>689,344.32</u>	<u>304,400.25</u>	<u>405,867.00</u>
<b>TOTAL REVENUE</b>	<b>33,958.68</b>	<b>689,344.32</b>	<b>304,400.25</b>	<b>405,867.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	861.84	2,366.90	2,099.97	2,800.00
Gas	26.30	225.67	225.00	300.00
Refuse Pick-up	1,805.61	15,786.87	16,499.97	22,000.00
Total Utilities	<u>2,693.75</u>	<u>18,379.44</u>	<u>18,824.94</u>	<u>25,100.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	4,027.99	24,423.66	15,000.03	20,000.00
Roof Maintenance	0.00	11,634.00	19,500.03	26,000.00
Enterphone / Phone Lines	60.68	358.30	375.03	500.00
Supplies	0.00	185.85	1,500.03	2,000.00
Total Repairs and Maintenance	<u>4,088.67</u>	<u>36,601.81</u>	<u>36,375.12</u>	<u>48,500.00</u>
Grounds				
Roadways/Walkways	2,115.75	3,329.55	4,500.00	6,000.00
Sewers/Drains	0.00	6,258.00	749.97	1,000.00
Landscape Maintenance	5,630.75	45,370.75	46,500.03	62,000.00
Landscape Improvements	-127.58	13,728.93	15,000.03	20,000.00
Pest Control	305.13	2,740.54	3,750.03	5,000.00
Entrance Gates	-311.59	1,045.47	4,500.00	6,000.00
Total Grounds	<u>7,612.46</u>	<u>72,473.24</u>	<u>75,000.06</u>	<u>100,000.00</u>
Administration				
Insurance	4,965.00	44,685.00	47,999.97	64,000.00
Insurance Valuation	0.00	0.00	180.00	240.00
Strata Management - Fees	1,985.55	17,869.95	17,870.22	23,827.00
Depreciation Report/Consulting	0.00	235.77	4,799.97	6,400.00
Sundry Items	74.62	3,282.21	2,250.00	3,000.00
Transfer to Contingency Reserve Fund	11,233.33	101,100.01	101,099.97	134,800.00
Total Administration	<u>18,258.50</u>	<u>167,172.94</u>	<u>174,200.13</u>	<u>232,267.00</u>
Projects				
Emergency Repairs Project	0.00	16,983.75	0.00	0.00
Roofing Project	0.00	21,189.00	0.00	0.00
Painting Project	0.00	194,989.62	0.00	0.00
Fence Project	0.00	54,148.50	0.00	0.00
Garage Door Project	0.00	94,762.50	0.00	0.00
Total Projects	<u>0.00</u>	<u>382,073.37</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>32,653.38</b>	<b>676,700.80</b>	<b>304,400.25</b>	<b>405,867.00</b>
<b>SURPLUS DEFICIT</b>	<b>1,305.30</b>	<b>12,643.52</b>	<b>0.00</b>	<b>0.00</b>



**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**  
**Balance Sheet**

Period= January 2018  
Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	89,616.38
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	445,118.63
Total Contingency Reserve Fund	445,118.63
Total Cash	536,235.01
Prepaid Insurance	9,930.00
Accounts Receivable	4,125.00
Total Current Assets	550,290.01
TOTAL ASSETS	550,290.01
LIABILITIES AND EQUITY AND FUND BALANCES	
LIABILITIES	
Current Liabilities	
Strata Fees Received in Advance	7.20
Total Current Liabilities	7.20
TOTAL LIABILITIES	7.20
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	691,831.88
CRF Current Year Contributions	101,100.01
CRF Current Year Interest	2,502.61
CRF Current Year Disbursements	-350,315.87
Total Contingency Reserve Fund	445,118.63
Retained Earnings	
Retained Earnings - Opening Balance	92,520.66
Current Earnings	12,643.52
Total Retained Earnings	105,164.18
TOTAL EQUITY AND FUND BALANCES	550,282.81
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	550,290.01

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jan 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>1,505.06</b>	<b>= Beginning Balance =</b>
pen0133	BC Hydro (v0000004)	60.93	0.00	1,565.99	Jan 2018 elec #5216081
pen0133	BC Hydro (v0000004)	800.91	0.00	2,366.90	Jan 2018 elec #1875644
	<b>Net Change=861.84</b>	<b>861.84</b>	<b>0.00</b>	<b>2,366.90</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>199.37</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	26.30	0.00	225.67	Jan 2018 gas #862749
	<b>Net Change=26.30</b>	<b>26.30</b>	<b>0.00</b>	<b>225.67</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>13,981.26</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,805.61	0.00	15,786.87	Jan 2018 waste removal
	<b>Net Change=1,805.61</b>	<b>1,805.61</b>	<b>0.00</b>	<b>15,786.87</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>20,395.67</b>	<b>= Beginning Balance =</b>
pen0133	Lundline Glass & Exteriors (v0000145)	168.00	0.00	20,563.67	Unlt #29 windows
pen0133	Mldvalley Roofing Ltd. (v0000126)	1,291.50	0.00	21,855.17	Soffit & drain repairs
pen0133	Leadwin Doors Ltd. (v0001646)	184.69	0.00	22,039.86	5 small door viewers/13 larger viewers
pen0133	Sten Christiansen (v0000870)	1,199.70	0.00	23,239.56	Construction expenses
pen0133	Sten Christiansen (v0000870)	1,184.10	0.00	24,423.66	Top up petty cash #45 (construction expenses)
	<b>Net Change=4,027.99</b>	<b>4,027.99</b>	<b>0.00</b>	<b>24,423.66</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>11,634.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,634.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>297.62</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	30.34	0.00	327.96	Jan 2018 phone #6045360529
pen0133	Telus (v0000038)	30.34	0.00	358.30	Jan 2018 acct# 2387425838
	<b>Net Change=60.68</b>	<b>60.68</b>	<b>0.00</b>	<b>358.30</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>185.85</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>185.85</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>1,213.80</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	761.25	0.00	1,975.05	Plow truck service & de-ice Dec 19/17
pen0133	Vista Landscape Services Ltd. (v0000064)	404.25	0.00	2,379.30	De-ice roadways Dec 20/17
pen0133	Vista Landscape Services Ltd. (v0000064)	404.25	0.00	2,783.55	Salt truck service call - de-ice Dec 30/17
pen0133	Diamond Shovel Contracting (v0000639)	546.00	0.00	3,329.55	Salting etc (Dec 8,19,20,31)
	<b>Net Change=2,115.75</b>	<b>2,115.75</b>	<b>0.00</b>	<b>3,329.55</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>6,258.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,258.00</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>39,740.00</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	5,580.75	0.00	45,320.75	Jan 2018 landscaping
pen0133	Sten Christiansen (v0000870)	50.00	0.00	45,370.75	Xmas bonus-Kaustik, Vista
	<b>Net Change=5,630.75</b>	<b>5,630.75</b>	<b>0.00</b>	<b>45,370.75</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>13,856.51</b>	<b>= Beginning Balance =</b>

\* Amounts In cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jan 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
pen0133	Sten Christiansen (v0000870)	16.80	0.00	13,873.31	Front entrance pots
pen0133	Vista Landscape Servces Ltd. (v0000064)	0.00	144.38	13,728.93	Service call to remove plant material
pen0133	Vista Landscape Services Ltd. (v0000064)	144.38	0.00	13,873.31	Service call to remove plant material
pen0133	Vista Landscape Services Ltd. (v0000064)	0.00	144.38	13,728.93	Service call to remove plant material
	<b>Net Change=-127.58</b>	<b>161.18</b>	<b>288.76</b>	<b>13,728.93</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>2,435.41</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	305.13	0.00	2,740.54	Jan 2018 pest control
	<b>Net Change=305.13</b>	<b>305.13</b>	<b>0.00</b>	<b>2,740.54</b>	<b>= Ending Balance =</b>
<b>536000</b>	<b>Entrance Gates</b>			<b>1,357.06</b>	<b>= Beginning Balance =</b>
pen0133	Door Pro (v0000237)	0.00	311.59	1,045.47	Install PVC pipe & run wires
pen0133	Door Pro (v0000237)	311.59	0.00	1,357.06	Install PVC pipe & run wires
pen0133	Door Pro (v0000237)	0.00	311.59	1,045.47	Install PVC pipe & run wires
	<b>Net Change=-311.59</b>	<b>311.59</b>	<b>623.18</b>	<b>1,045.47</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>39,720.00</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	4,965.00	0.00	44,685.00	Insurance expense
	<b>Net Change=4,965.00</b>	<b>4,965.00</b>	<b>0.00</b>	<b>44,685.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>15,884.40</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	1,985.55	0.00	17,869.95	Jan 2018 strata management fees
	<b>Net Change=1,985.55</b>	<b>1,985.55</b>	<b>0.00</b>	<b>17,869.95</b>	<b>= Ending Balance =</b>
<b>556500</b>	<b>Depreciation Report/Consulting</b>			<b>235.77</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>235.77</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>3,207.59</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	49.62	0.00	3,257.21	Photocopies, faxes, mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	3,282.21	Bank Service Charge
	<b>Net Change=74.62</b>	<b>74.62</b>	<b>0.00</b>	<b>3,282.21</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>89,866.68</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	101,100.01	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>101,100.01</b>	<b>= Ending Balance =</b>
<b>800400</b>	<b>Emergency Repairs Project</b>			<b>16,983.75</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,983.75</b>	<b>= Ending Balance =</b>
<b>802000</b>	<b>Roofing Project</b>			<b>21,189.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,189.00</b>	<b>= Ending Balance =</b>
<b>802500</b>	<b>Painting Project</b>			<b>194,989.62</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>194,989.62</b>	<b>= Ending Balance =</b>
<b>803000</b>	<b>Fence Project</b>			<b>54,148.50</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>54,148.50</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Jan 2018

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
805100	Garage Door Project			94,762.50	= Beginning Balance =
	Net Change=0.00	0.00	0.00	94,762.50	= Ending Balance =
		<b>33,565.32</b>	<b>911.94</b>		

**MINUTES OF STRATA COUNCIL MEETING OF PENINSULA VILLAGE, THE OWNERS, STRATA CORPORATION LMS 133, held January 17, 2018 at the Clubhouse.**

**PRESENT:**

Doug Pawson	- President
Sten Christiansen	- Treasurer
Sian Osborne	- VP/Secretary
Herb Mueller	- Maintenance
Bob Pieper	- Maintenance
Lucy Worobetz	- Landscaping

To contact the Strata Council,  
please email  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

To change the email address we  
have for you, contact the  
Secretary at  
[admin@peninsula133.ca](mailto:admin@peninsula133.ca)

**REGRETS:**

**GUESTS:** Frank Schindelka, of Leonis Management & Consultants Ltd

**CALL TO ORDER:**

Strata Council President, Doug Pawson, called the meeting to order at 7:04 p.m.

**MINUTES:**

It was moved by Lucy Worobetz, seconded by Herb Mueller, that the Strata Council Meeting Minutes of November 29, 2017, be accepted as circulated, carried.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

**Privacy Fence Replacement:**

The remaining vinyl fencing to be installed replacing the lattice fencing beside the Clubhouse is back-ordered and is expected to be installed by mid-February.

**Bylaws Review:**

Work on proposed updated Bylaws continues. The first draft is expected in late January or early February. One specific change requested is regarding absentee owners.

**Emergency Contact Information:**

Council will work on an updated form to distribute to all Owners with the intention of having complete emergency contact data for all unit Owners/Residents.

**TREASURER'S REPORT - Frank**

Following review, it was moved by Sten Christiansen, seconded by Herb Mueller, that the November & December 2017 Financial Reports be accepted as presented, carried. A copy of these Financial Reports is attached to these Minutes for Owners' information.

## **NEW BUSINESS**

### **Clubhouse Blinds:**

The Social Committee asked for, and received, approval to install shading blinds on the two south facing windows in the Clubhouse. All costs will be paid for by the Social Committee.

## **COMMITTEE REPORTS:**

### **Maintenance Report:**

Bob Pieper provided his report on various repairs undertaken around the complex. A copy of the report is attached to these minutes for Owners' information.

### **Gardening Report:**

Lucy Worobetz reported that our gardening days with Vista have been altered for the new year. They will now be on Wednesdays only, but for the majority of the day. It was felt this will be more efficient than the Mondays and Wednesdays utilized previously.

Lucy will be away for the months of February and March but will staying in touch via email. Other Council members will interface with Vista on site during this time. If you have any gardening issues please email, and they will be addressed.

Herb will be the go-to person for pruning work scheduled with Greenline Tree Removal.

### **Bylaws:**

Parking permits are required for owners parking in reserved parking for extended periods of time, and for any visitors who may be parking for longer than 72 hours. Please use Clubhouse parking for the extended periods.

## **CORRESPONDENCE:**

The Strata Council received and reviewed correspondence from units: 1, 5, 8, 35, 58, 66, 69, 71, 87, and 95.

## **OTHER STRATA BUSINESS**

### **ADJOURNMENT:**

There being no further business, the meeting terminated at 8:00 p.m.

The next Council Meeting is scheduled for **Wednesday, February 21, 2018** at 7:00 p.m. in the Clubhouse.

**Communication Information**

Owners wishing to submit correspondence to the *Peninsula Village* Strata Council are asked to do so in writing, primarily by email to **admin@peninsula133.ca**. Alternatively, letters may be mailed or faxed care of Leonis Management but doing so will result in delays not experienced when using email. Please submit correspondence at least five (5) days prior to Council meetings to allow Council time to process the correspondence and consider the matter at the upcoming meeting. Except for emergencies, all communication must be in writing to be considered by Council.

In emergencies, call emergency services at **911** immediately. Subsequently, report any matters concerning strata lots or common property to the Strata Council at [admin@peninsula133.ca](mailto:admin@peninsula133.ca) or through Leonis Management.

Postal mail should be directed to:      The Owners, Strata Corporation LMS 133  
c/o Leonis Management & Consultants Ltd.  
108-5455 152 Street  
Surrey BC V3S 5A5  
Faxes may be sent via Leonis to 604 575 5476.

Residents of Peninsula Village are advised that they can obtain current and archival Minutes of Meetings and Financial Reports for Peninsula Village by visiting the

- Leonis Management Website: [Leonismgmt.com \(http://www.leonismgmt.com/\)](http://www.leonismgmt.com/)
- Click on Order Documents & Forms
- Strata Login: Owner
- Strata property number: lms133
- Password: 13315273
- Current Minutes and Financial Statements are free to Owners for 60 days, after that there is a cost.

**\*\*All meeting minutes will be available by email distribution, or via this site only.\*\***

Maintenance Report LMS 133 Peninsula Village  
November 15 2017 - January 15 2018

Items recently attended to

1. Complete Final fall roof and gutter cleaning -
2. Walk around check of hose bibs and debris sieves
3. Finish retaining wall. - shoring up, hillside adjacent to Unit 35.
4. Finish studding, sheeting, and siding 24 th Ave enclosure
5. Repair soffits 21-25 and repair flat roof drain Unit 48
6. Repair garage ceiling access. Opened to repair drain. unit 48
7. Replace a small kitchen window unit 29. Leaking seal
8. Replace spring closing hinge- Shopping center gate
9. Perform 1 snow clearing and 3 inside road salt applications
10. Perform 5 salt applications exterior sidewalks
11. Shovel snow and apply melting salt to clubhouse walkways.
12. Replace three faulty outside GFI plugs at units 53,37 and 1.
13. Replace glass in pole light between 21 -22 - thanks Sten

Upcoming Routine Maintenance Jobs to be scheduled

1. Install privacy fences around clubhouse. Back ordered
2. Schedule repainting of roadway markers and graphics
3. Complete interior electrical work on 24 th Ave storage
4. Schedule roof moss remediation, spray treatment only....
5. Replacement of pressure treated 2X4 edging – various units
6. Discuss timing of sewer repair re inspection – phase 4.

Respectfully submitted  
H. Mueller / R. Pieper



**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**  
**Budget Comparison**

Period From May 2017 - November 2017  
Books = Accrual

	PTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.72	236,465.04	236,464.06	405,367.00
Interest Penalties	0.00	2.88	0.00	0.00
Transfer from Retained Surplus - Project	0.00	33,549.60	0.00	0.00
Transfer from Contingency Reserve Fund	58,000.00	432,508.75	0.00	0.00
Interest Income - Operating	200.33	1,070.48	291.69	500.00
Total Operating Revenue	<u>91,981.05</u>	<u>703,596.75</u>	<u>236,755.75</u>	<u>405,867.00</u>
<b>TOTAL REVENUE</b>	<b>91,981.05</b>	<b>703,596.75</b>	<b>236,755.75</b>	<b>405,867.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	320.40	1,462.14	1,633.31	2,800.00
Gas	30.11	167.02	175.00	300.00
Refuse Pick-up	2,278.24	12,309.40	12,833.31	22,000.00
Total Utilities	<u>2,628.75</u>	<u>13,938.56</u>	<u>14,641.62</u>	<u>25,100.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	1,026.60	19,335.32	11,666.69	20,000.00
Roof Maintenance	1,890.00	5,586.00	15,166.69	26,000.00
Enterphone / Phone Lines	33.80	236.94	291.69	500.00
Supplies	0.00	185.85	1,166.69	2,000.00
Total Repairs and Maintenance	<u>2,950.40</u>	<u>25,344.11</u>	<u>28,291.76</u>	<u>48,500.00</u>
Grounds				
Roadways/Walkways	0.00	525.00	3,500.00	6,000.00
Sewers/Drains	346.50	6,258.00	583.31	1,000.00
Landscape Maintenance	4,961.25	34,778.75	36,166.69	62,000.00
Landscape Improvements	0.00	13,856.51	11,666.69	20,000.00
Pest Control	305.13	2,130.28	2,916.69	5,000.00
Entrance Gates	0.00	1,045.47	3,500.00	6,000.00
Total Grounds	<u>5,612.88</u>	<u>58,594.01</u>	<u>58,333.38</u>	<u>100,000.00</u>
Administration				
Insurance	4,965.00	34,755.00	37,333.31	64,000.00
Insurance Valuation	0.00	0.00	140.00	240.00
Strata Management - Fees	1,985.55	13,898.85	13,899.06	23,827.00
Depreciation Report/Consulting	0.00	235.77	3,733.31	6,400.00
Sundry Items	78.13	2,599.34	1,750.00	3,000.00
Transfer to Contingency Reserve Fund	11,233.33	78,633.35	78,633.31	134,800.00
Total Administration	<u>18,262.01</u>	<u>130,122.31</u>	<u>135,488.99</u>	<u>232,267.00</u>
Projects				
Emergency Repairs Project	0.00	16,983.75	0.00	0.00
Roofing Project	0.00	21,189.00	0.00	0.00
Painting Project	18,855.32	194,989.62	0.00	0.00
Fence Project	54,148.50	54,148.50	0.00	0.00
Garage Door Project	0.00	94,762.50	0.00	0.00
Total Projects	<u>73,003.82</u>	<u>382,073.37</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>102,457.86</b>	<b>610,072.36</b>	<b>236,755.75</b>	<b>405,867.00</b>
<b>SURPLUS DEFICIT</b>	<b>-10,476.81</b>	<b>93,524.39</b>	<b>0.00</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**

**Balance Sheet**

Period= November 2017

Book= Accrual

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<b>ASSETS</b>	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	160,173.17
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	339,824.98
Total Contingency Reserve Fund	339,824.98
Total Cash	501,498.15
Prepaid Insurance	19,860.00
Accounts Receivable	4,519.15
Total Current Assets	525,877.30
<b>TOTAL ASSETS</b>	<b>525,877.30</b>
<b>LIABILITIES AND EQUITY AND FUND BALANCES</b>	
<b>LIABILITIES</b>	
Current Liabilities	
Strata Fees Received In Advance	7.27
Total Current Liabilities	7.27
<b>TOTAL LIABILITIES</b>	<b>7.27</b>
<b>EQUITY AND FUND BALANCES</b>	
Contingency Reserve Fund	
CRF Current Year Opening Balance	691,831.88
CRF Current Year Contributions	78,633.35
CRF Current Year Interest	1,868.50
CRF Current Year Disbursements	-432,508.75
Total Contingency Reserve Fund	339,824.98
Retained Earnings	
Retained Earnings - Opening Balance	92,520.66
Current Earnings	93,524.39
Total Retained Earnings	186,045.05
<b>TOTAL EQUITY AND FUND BALANCES</b>	<b>525,870.03</b>
<b>TOTAL LIABILITIES AND EQUITY AND FUND BALANCES</b>	<b>525,877.30</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Nov 2017

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>1,141.74</b>	<b>= Beginning Balance =</b>
pen0133	BC Hydro (v0000004)	320.40	0.00	1,462.14	Metered electricity
	<b>Net Change=320.40</b>	<b>320.40</b>	<b>0.00</b>	<b>1,462.14</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>136.91</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	30.11	0.00	167.02	Monthly gas usage
	<b>Net Change=30.11</b>	<b>30.11</b>	<b>0.00</b>	<b>167.02</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>10,031.16</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	606.38	0.00	10,637.54	40 yard bin dump and landfill
pen0133	AJM Disposal Services Ltd. (v0000141)	1,671.86	0.00	12,309.40	Monthly waste removal contract
	<b>Net Change=2,278.24</b>	<b>2,278.24</b>	<b>0.00</b>	<b>12,309.40</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>18,308.72</b>	<b>= Beginning Balance =</b>
pen0133	Columbia Irrigation Ltd. (v0000627)	168.00	0.00	18,476.72	Winterize irrigation system
pen0133	Lundline Glass & Exteriors (v0000145)	649.60	0.00	19,126.32	Glass replacement
pen0133	Lundline Glass & Exteriors (v0000145)	252.00	0.00	19,378.32	glass replacement
pen0133	Blaine Moore Plumbing Ltd. (v0001931)	997.50	0.00	20,375.82	Installed electric water heater at clubhouse
pen0133	General Receivable (t0010737)	0.00	1,040.50	19,335.32	Insurance payout re: Rekeying of lock due to B&E incident Jun 13/17
	<b>Net Change=1,026.60</b>	<b>2,067.10</b>	<b>1,040.50</b>	<b>19,335.32</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>3,696.00</b>	<b>= Beginning Balance =</b>
pen0133	Over The Top Cleaners Inc. (v0000097)	1,890.00	0.00	5,586.00	Roof cleaning
	<b>Net Change=1,890.00</b>	<b>1,890.00</b>	<b>0.00</b>	<b>5,586.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>203.14</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	16.90	0.00	220.04	Enterphone line
pen0133	Telus (v0000038)	16.90	0.00	236.94	Enterphone line
	<b>Net Change=33.80</b>	<b>33.80</b>	<b>0.00</b>	<b>236.94</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>185.85</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>185.85</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>525.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>525.00</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>5,911.50</b>	<b>= Beginning Balance =</b>
pen0133	Best Choke Hydrovac (v0001930)	346.50	0.00	6,258.00	Cleared blockage in perimeter drain - unit #29
	<b>Net Change=346.50</b>	<b>346.50</b>	<b>0.00</b>	<b>6,258.00</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>29,817.50</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	4,961.25	0.00	34,778.75	Monthly landscaping contract
	<b>Net Change=4,961.25</b>	<b>4,961.25</b>	<b>0.00</b>	<b>34,778.75</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>13,856.51</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,856.51</b>	<b>= Ending Balance =</b>
<b>535500</b>	<b>Pest Control</b>			<b>1,825.15</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	305.13	0.00	2,130.28	Monthly pest control contract
	<b>Net Change=305.13</b>	<b>305.13</b>	<b>0.00</b>	<b>2,130.28</b>	<b>= Ending Balance =</b>
<b>536000</b>	<b>Entrance Gates</b>			<b>1,045.47</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,045.47</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Nov 2017

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>550500</b>	<b>Insurance</b>			<b>29,790.00</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	4,965.00	0.00	34,755.00	Insurance expense
	<b>Net Change=4,965.00</b>	<b>4,965.00</b>	<b>0.00</b>	<b>34,755.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>11,913.30</b>	<b>= Beginning Balance =</b>
pen0133	Leons Management & Consultants Ltd. (v0000005)	1,985.55	0.00	13,898.85	Strata property administration fees
	<b>Net Change=1,985.55</b>	<b>1,985.55</b>	<b>0.00</b>	<b>13,898.85</b>	<b>= Ending Balance =</b>
<b>556500</b>	<b>Depreciation Report/Consulting</b>			<b>235.77</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>235.77</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>2,521.21</b>	<b>= Beginning Balance =</b>
pen0133	Leons Management & Consultants Ltd. (v0000005)	53.13	0.00	2,574.34	Photocopies, faxes and mailings
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	2,599.34	Bank Service Charge
	<b>Net Change=78.13</b>	<b>78.13</b>	<b>0.00</b>	<b>2,599.34</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>67,400.02</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	78,633.35	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>78,633.35</b>	<b>= Ending Balance =</b>
<b>800400</b>	<b>Emergency Repairs Project</b>			<b>16,983.75</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,983.75</b>	<b>= Ending Balance =</b>
<b>802000</b>	<b>Roofing Project</b>			<b>21,189.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,189.00</b>	<b>= Ending Balance =</b>
<b>802500</b>	<b>Painting Project</b>			<b>176,134.30</b>	<b>= Beginning Balance =</b>
pen0133	John Boy's Painting & Pressure Washing Ltd. (v0001682)	18,855.32	0.00	194,989.62	Exterior painting final payment
	<b>Net Change=18,855.32</b>	<b>18,855.32</b>	<b>0.00</b>	<b>194,989.62</b>	<b>= Ending Balance =</b>
<b>803000</b>	<b>Fence Project</b>			<b>0.00</b>	<b>= Beginning Balance =</b>
pen0133	Premium Fence Company (v0000770)	54,148.50	0.00	54,148.50	Installation of new fencing
	<b>Net Change=54,148.50</b>	<b>54,148.50</b>	<b>0.00</b>	<b>54,148.50</b>	<b>= Ending Balance =</b>
<b>805100</b>	<b>Garage Door Project</b>			<b>94,762.50</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>94,762.50</b>	<b>= Ending Balance =</b>
		<b>103,498.36</b>	<b>1,040.50</b>		

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street Surrey BC**  
**Budget Comparison**

Period From May 2017 - December 2017  
Books = Accrual

	PTD Actual	YTD Actual	YTD Budget	Annual Budget
<b>REVENUE</b>				
Operating Revenue				
Strata Fees	33,780.72	270,245.76	270,244.64	405,367.00
Interest Penalties	0.00	2.88	0.00	0.00
Transfer from Retained Surplus - Project	0.00	33,549.60	0.00	0.00
Transfer from Contingency Reserve Fund	-82,192.88	350,315.87	0.00	0.00
Interest Income - Operating	201.05	1,271.53	333.36	500.00
Total Operating Revenue	<u>-48,211.11</u>	<u>655,385.64</u>	<u>270,578.00</u>	<u>405,867.00</u>
<b>TOTAL REVENUE</b>	<b>-48,211.11</b>	<b>655,385.64</b>	<b>270,578.00</b>	<b>405,867.00</b>
<b>DISBURSEMENTS</b>				
Utilities				
Electricity	42.92	1,505.06	1,866.64	2,800.00
Gas	32.35	199.37	200.00	300.00
Refuse Pick-up	1,671.86	13,981.26	14,666.64	22,000.00
Total Utilities	<u>1,747.13</u>	<u>15,685.69</u>	<u>16,733.28</u>	<u>25,100.00</u>
Repairs & Maintenance				
Repairs & Maintenance - General	1,060.35	20,395.67	13,333.36	20,000.00
Roof Maintenance	6,048.00	11,634.00	17,333.36	26,000.00
Enterphone / Phone Lines	60.68	297.62	333.36	500.00
Supplies	0.00	185.85	1,333.36	2,000.00
Total Repairs and Maintenance	<u>7,169.03</u>	<u>32,513.14</u>	<u>32,333.44</u>	<u>48,500.00</u>
Grounds				
Roadways/Walkways	688.80	1,213.80	4,000.00	6,000.00
Sewers/Drains	0.00	6,258.00	666.64	1,000.00
Landscape Maintenance	4,961.25	39,740.00	41,333.36	62,000.00
Landscape Improvements	0.00	13,856.51	13,333.36	20,000.00
Pest Control	305.13	2,435.41	3,333.36	5,000.00
Entrance Gates	311.59	1,357.06	4,000.00	6,000.00
Total Grounds	<u>6,266.77</u>	<u>64,860.78</u>	<u>66,666.72</u>	<u>100,000.00</u>
Administration				
Insurance	4,965.00	39,720.00	42,666.64	64,000.00
Insurance Valuation	0.00	0.00	160.00	240.00
Strata Management - Fees	1,985.55	15,884.40	15,884.64	23,827.00
Depreciation Report/Consulting	0.00	235.77	4,266.64	6,400.00
Sundry Items	608.25	3,207.59	2,000.00	3,000.00
Transfer to Contingency Reserve Fund	11,233.33	89,866.68	89,866.64	134,800.00
Total Administration	<u>18,792.13</u>	<u>148,914.44</u>	<u>154,844.56</u>	<u>232,267.00</u>
Projects				
Emergency Repairs Project	0.00	16,983.75	0.00	0.00
Roofing Project	0.00	21,189.00	0.00	0.00
Painting Project	0.00	194,989.62	0.00	0.00
Fence Project	0.00	54,148.50	0.00	0.00
Garage Door Project	0.00	94,762.50	0.00	0.00
Total Projects	<u>0.00</u>	<u>382,073.37</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b>33,975.06</b>	<b>644,047.42</b>	<b>270,578.00</b>	<b>405,867.00</b>
<b>SURPLUS DEFICIT</b>	<b>-82,186.17</b>	<b>11,338.22</b>	<b>0.00</b>	<b>0.00</b>

**Peninsula Village - LMS 133 (pen0133)**  
**15273 - 24th Avenue/2500 - 152nd Street, Surrey, BC,**  
**Balance Sheet**

Period= December 2017  
Book= Accrual

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ASSETS	
Current Assets	
Cash	
Petty Cash	1,500.00
Bank - Operating	83,346.16
Contingency Reserve Fund	
Bank - Contingency Reserve Fund	433,582.95
Total Contingency Reserve Fund	433,582.95
Total Cash	518,429.11
Prepaid Insurance	14,895.00
Accounts Receivable	4,125.00
Total Current Assets	537,449.11
TOTAL ASSETS	537,449.11
LIABILITIES AND EQUITY AND FUND BALANCES	
LIABILITIES	
Current Liabilities	
Strata Fees Received In Advance	7.28
Total Current Liabilities	7.28
TOTAL LIABILITIES	7.28
EQUITY AND FUND BALANCES	
Contingency Reserve Fund	
CRF Current Year Opening Balance	691,831.88
CRF Current Year Contributions	89,866.68
CRF Current Year Interest	2,200.26
CRF Current Year Disbursements	-350,315.87
Total Contingency Reserve Fund	433,582.95
Retained Earnings	
Retained Earnings - Opening Balance	92,520.66
Current Earnings	11,338.22
Total Retained Earnings	103,858.88
TOTAL EQUITY AND FUND BALANCES	537,441.83
TOTAL LIABILITIES AND EQUITY AND FUND BALANCES	537,449.11

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)**  
**General Ledger**

Period = Dec 2017

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>501000</b>	<b>Electricity</b>			<b>1,462.14</b>	<b>= Beginning Balance =</b>
pen0133	BC Hydro (v0000004)	42.92	0.00	1,505.06	Account #5216081 - Nov/17
	<b>Net Change=42.92</b>	<b>42.92</b>	<b>0.00</b>	<b>1,505.06</b>	<b>= Ending Balance =</b>
<b>501500</b>	<b>Gas</b>			<b>167.02</b>	<b>= Beginning Balance =</b>
pen0133	FortisBC - Natural Gas (v0000003)	32.35	0.00	199.37	Monthly gas usage
	<b>Net Change=32.35</b>	<b>32.35</b>	<b>0.00</b>	<b>199.37</b>	<b>= Ending Balance =</b>
<b>503000</b>	<b>Refuse Pick-up</b>			<b>12,309.40</b>	<b>= Beginning Balance =</b>
pen0133	AJM Disposal Services Ltd. (v0000141)	1,671.86	0.00	13,981.26	Monthly waste removal contract
	<b>Net Change=1,671.86</b>	<b>1,671.86</b>	<b>0.00</b>	<b>13,981.26</b>	<b>= Ending Balance =</b>
<b>510000</b>	<b>Repairs and Maintenance - General</b>			<b>19,335.32</b>	<b>= Beginning Balance =</b>
pen0133	Sten Christiansen (v0000870)	1,060.35	0.00	20,395.67	Replenish petty cash
	<b>Net Change=1,060.35</b>	<b>1,060.35</b>	<b>0.00</b>	<b>20,395.67</b>	<b>= Ending Balance =</b>
<b>512500</b>	<b>Roof Maintenance</b>			<b>5,586.00</b>	<b>= Beginning Balance =</b>
pen0133	Over The Top Cleaners Inc. (v0000097)	6,048.00	0.00	11,634.00	Roof and gutter cleaning
	<b>Net Change=6,048.00</b>	<b>6,048.00</b>	<b>0.00</b>	<b>11,634.00</b>	<b>= Ending Balance =</b>
<b>513000</b>	<b>Enterphone / Phone Lines</b>			<b>236.94</b>	<b>= Beginning Balance =</b>
pen0133	Telus (v0000038)	30.34	0.00	267.28	Enterphone charges - 604-536-0181
pen0133	Telus (v0000038)	30.34	0.00	297.62	Enterphone charges - 604-536-0529
	<b>Net Change=60.68</b>	<b>60.68</b>	<b>0.00</b>	<b>297.62</b>	<b>= Ending Balance =</b>
<b>521000</b>	<b>Supplies</b>			<b>185.85</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>185.85</b>	<b>= Ending Balance =</b>
<b>530500</b>	<b>Roadways/Walkways</b>			<b>525.00</b>	<b>= Beginning Balance =</b>
pen0133	Diamond Shovel Contracting (v0000639)	105.00	0.00	630.00	Salt application
pen0133	Vista Landscape Services Ltd. (v0000064)	179.55	0.00	809.55	Ice melt
pen0133	Vista Landscape Services Ltd. (v0000064)	404.25	0.00	1,213.80	Salting - December 8, 2017
	<b>Net Change=688.80</b>	<b>688.80</b>	<b>0.00</b>	<b>1,213.80</b>	<b>= Ending Balance =</b>
<b>532500</b>	<b>Sewers/Drains</b>			<b>6,258.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,258.00</b>	<b>= Ending Balance =</b>
<b>533000</b>	<b>Landscape Maintenance</b>			<b>34,778.75</b>	<b>= Beginning Balance =</b>
pen0133	Vista Landscape Services Ltd. (v0000064)	4,961.25	0.00	39,740.00	Landscape maintenance - December 2017
	<b>Net Change=4,961.25</b>	<b>4,961.25</b>	<b>0.00</b>	<b>39,740.00</b>	<b>= Ending Balance =</b>
<b>533500</b>	<b>Landscape Improvements</b>			<b>13,856.51</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,856.51</b>	<b>= Ending Balance =</b>

\* Amounts in cad

**Peninsula Village - LMS 133 (pen0133)****General Ledger**

Period = Dec 2017

Book = Accrual

Sort On =

Property	Person/Description	Debit	Credit	Balance	Remarks
<b>535500</b>	<b>Pest Control</b>			<b>2,130.28</b>	<b>= Beginning Balance =</b>
pen0133	Abell Pest Control Inc. (v0000344)	305.13	0.00	2,435.41	Monthly pest control service
	<b>Net Change=305.13</b>	<b>305.13</b>	<b>0.00</b>	<b>2,435.41</b>	<b>= Ending Balance =</b>
<b>536000</b>	<b>Entrance Gates</b>			<b>1,045.47</b>	<b>= Beginning Balance =</b>
pen0133	Door Pro (v0000237)	311.59	0.00	1,357.06	Install PVC pipe & run wires
	<b>Net Change=311.59</b>	<b>311.59</b>	<b>0.00</b>	<b>1,357.06</b>	<b>= Ending Balance =</b>
<b>550500</b>	<b>Insurance</b>			<b>34,755.00</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Insurance expense	4,965.00	0.00	39,720.00	Insurance expense
	<b>Net Change=4,965.00</b>	<b>4,965.00</b>	<b>0.00</b>	<b>39,720.00</b>	<b>= Ending Balance =</b>
<b>552000</b>	<b>Strata Management - Fees</b>			<b>13,898.85</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	1,985.55	0.00	15,884.40	Strata management fees
	<b>Net Change=1,985.55</b>	<b>1,985.55</b>	<b>0.00</b>	<b>15,884.40</b>	<b>= Ending Balance =</b>
<b>556500</b>	<b>Depreciation Report/Consulting</b>			<b>235.77</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>235.77</b>	<b>= Ending Balance =</b>
<b>559000</b>	<b>Sundry Items</b>			<b>2,599.34</b>	<b>= Beginning Balance =</b>
pen0133	Leonis Management & Consultants Ltd. (v0000005)	60.75	0.00	2,660.09	Photocopies, faxes & mailings
pen0133	Condominium Home Owners' Association (v0000150)	522.50	0.00	3,182.59	Membership renewal - 2018
pen0133	:PostRecurring Bank Service Charge	25.00	0.00	3,207.59	Bank Service Charge
	<b>Net Change=608.25</b>	<b>608.25</b>	<b>0.00</b>	<b>3,207.59</b>	<b>= Ending Balance =</b>
<b>561000</b>	<b>Transfer to Contingency Reserve Fund</b>			<b>78,633.35</b>	<b>= Beginning Balance =</b>
pen0133	:PostRecurring Monthly CRF contribution	11,233.33	0.00	89,866.68	Monthly CRF contribution
	<b>Net Change=11,233.33</b>	<b>11,233.33</b>	<b>0.00</b>	<b>89,866.68</b>	<b>= Ending Balance =</b>
<b>800400</b>	<b>Emergency Repairs Project</b>			<b>16,983.75</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,983.75</b>	<b>= Ending Balance =</b>
<b>802000</b>	<b>Roofing Project</b>			<b>21,189.00</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,189.00</b>	<b>= Ending Balance =</b>
<b>802500</b>	<b>Painting Project</b>			<b>194,989.62</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>194,989.62</b>	<b>= Ending Balance =</b>
<b>803000</b>	<b>Fence Project</b>			<b>54,148.50</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>54,148.50</b>	<b>= Ending Balance =</b>
<b>805100</b>	<b>Garage Door Project</b>			<b>94,762.50</b>	<b>= Beginning Balance =</b>
	<b>Net Change=0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>94,762.50</b>	<b>= Ending Balance =</b>
		<b>33,975.06</b>	<b>0.00</b>		