

The Owners, Strata Plan VIS1969
"Holmes Creek Estate"

**Minutes of the fourth meeting of the 2026-2027 Strata Council
held 2:00 pm Tuesday 15 September 2026 in the Clubhouse**

Council in Attendance: *Arlene, Janet, and Tim.*

Others in Attendance: *Gary and Janice Grant*

1. Call to Order *2:05 pm*

2. Approval of Agenda
moved by Tim, passed.

3. Approval of Minutes of last strata council meeting, held 21 July 2026
moved by Tim, passed.

4. Reports
President – Secretary – Treasurer – Bookkeeper (see attached)

5. Correspondence
*A formal registered letter was sent re. complaint regarding use of rear pedestrian gate
Front parking lot use request until Fri 25 Sep was agreed to*

6. New Business

motion: That a Wed 30 Sep 2026 "special general meeting" be called to present owners with the need to add a new C.R.F. budget expense item of \$4,500 to cover cost of Unit 26 LCP drainage repairs

*discussion followed regarding date of meeting and evaluation of the three cost estimates
moved by Janet, carried.*

7. Adjournment *time 3:15 pp moved by Janet, passed.*

Announcements:

*A Special General Meeting will be held at 2:00 pm Wed 30 September 2028 in the clubhouse.
Next council meeting: 2:00 pm Tue 17 November 2026 in the clubhouse.*

15 Sep 2026 Strata Council Reports

President's Report

Since our last strata meeting the social committee has put together two celebration appy nights, both were well attended. The committee is looking at a date for October that works for all.

The ongoing dispute between Strata lot 31 and the neighbour on the other side of the fence has quieted down after an email and a letter was sent to them explaining that there are no restrictions in our bylaws regarding who or what can use the large gate in the fence.

North Cowichan has a set back of 3.83 feet from the fence or property line to a structure of which they are contravening as two of their sheds have eaves that extend over the strata fence. We have pictures documenting the overhang.

We were made aware of an owner's problem of flooding due to an absentee owner of an adjacent strata. We are in the process of getting 3 estimates in order to remedy any future problems.

A large stem on a Lombardy Poplar in the clubhouse west bed has died and will need to be removed.

We hope to see you at our next appy night

Secretary's Report

- Regarding street light outside Unit 16
- Regarding FireSmartBC fire clearing re. interface fires, and clubhouse work done on 5 Aug 2026 (see <https://begins-at-home-guide.firesmartbc.ca/>)
- Regarding pending contract renewals before the end of this budget year (landscaping, snow and ice)
- Regarding 2027 budget planning esp. GICs, and cost of deprecation report, pending fencing needs, clubhouse sale

Treasurer's Report

- two GIC's were bought in August
- all financial transactions are up to date and records kept

Bookkeeper's Report

Presentation - "Contingency Reserve Fund as of 31 August 2026" (see attached)

- there remains \$7,820 "Transfer to CRF" portion of strata fees yet to be transferred

Presentation - "Operating Fund as of 31 August 2026" (see attached)