

HORNE LAKE GROUP OF COMPANIES - REQUEST FOR PROPOSAL - STRATA MANAGER/AGENT -

OVERVIEW

The Horne Lake Group of Companies (HLGC) is issuing a Request for Proposal (RFP) for a single entity to provide the following management services to its' organization:

- (1) Strata management services for a 400-unit bare land strata at Horne Lake, BC.;
- (2) Resource management services to support operation of the Horne Lake off-grid recreational community and management of the Strata's common property (waste operations, roads and equipment, private forest lands surrounding a portion of Horne Lake); and
- (3) Administrative services for the legal entities within HLGC.

The consolidated annual operating budget, including fees for the Requested Services, for Horne Lake Group is ~\$495,000.

HLGC is comprised of the strata, a society and a corporation holding bare land and a private managed forest. HLGC, the related entities, lands and activities associated with this RFP are located (and to be delivered) near Qualicum Beach, BC, Canada.

Horne Lake Group is seeking a 3-year pricing proposal from qualified respondents to provide the Requested Services. We ask that you **submit a proposal by no later than 5pm, May 15, 2021.**

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1. REQUESTED SERVICES

We are seeking a single entity to provide all of the following services to HLGC:

1. Strata management services including:

- a. The strata management services defined by the Real Estate Services Act of BC:
 - (i) collecting or holding strata fees, contributions, levies or other amounts levied by, or due to, the strata corporation under the **Strata Property Act**;
 - (ii) exercising delegated powers and duties of a strata corporation or strata council, including:
 - making payments to third parties on behalf of the strata corporation,
 - negotiating or entering into contracts on behalf of the strata corporation, or
 - supervising employees or contractors hired or engaged by the strata corporation but does not include an activity excluded by regulation;
- b. Administration of bylaw complaint process (issuance of correspondence in accordance with SPA and tracking of complaints).

2. Resource Management Services to support operation of our off-grid recreational community by:

- a. Managing our common property assets (waste operations, roads and related equipment, private managed forest), and
- b. Assisting in responding to complaints regarding the Strata 5160 bylaws. This includes review of allegations against facts on behalf of Council and to support Strata Property Manager.

3. Administrative services for the legal entities within HLGC to enable compliance with applicable legal requirements including, but not limited to:

- a. Development of annual budgets for HLGC entities, including determination of annual strata fees
- b. Financial management of all HLGC corporate entities (bookkeeping, making payments to third parties on behalf of the Directors.)
- c. Administration to enable efficient Strata council meetings and the Annual General Meeting of the Strata (compilation of meeting agendas, preparation of meeting minutes, organization of locations and technology to conduct meetings)
- d. Coordinating the filing of annual returns such as: income tax, GST, annual information forms.
- e. Administration of HLGC website, including timely updating of content to maintain the website as the source for HLGC and strata information.
- f. Using existing HLCA SharePoint site:
 - Administration and proactive management of HLGC corporate history,

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- Maintenance of strata lot approval histories (e.g. variance approvals, building and alteration approvals, bylaw exemption approvals)

Examples of previous scope of services by the Strata Manager are described in Appendix 1 - Duties and Responsibilities.

2. ABOUT HORNE LAKE GROUP OF COMPANIES

2.1 Corporate structure

The Horne Lake Group consists of three entities:

- The Owners - Strata Plan VIS 5160 (the "Strata")
- Horne Lake Community Association ("HLCA")
- Horne Lake Resort Corp. ("Resort Corp")

The Strata is regulated by the Strata Property Act of British Columbia. It was incorporated to administer the common property and assets of the strata owners of the Horne Lake strata plan. The Owners - Strata Plan VIS 5160 is exempt from income tax under section 149(l) of the Income Tax Act.

Horne Lake Community Association is incorporated under the BC Society Act and is an association of The Owners – Strata Plan VIS 5160. The primary purpose of HLCA is to enhance the members' enjoyment of their properties. HLCA is a taxable entity under the Income Tax Act.

Horne Lake Resort Corp. is incorporated under the Business Corporations Act of British Columbia to hold the private managed forest land on behalf of the Strata and to hold the undeveloped strata lots. HLRC is a taxable entity under the Income Tax Act.

The relationship of each of these entities is demonstrated in the attached documentation.

2.2 Size and scope of operations

In an attempt to assist in the development of a proposal, the following information is provided:

- Assets under Management:

3,200 acres of private managed forest (as defined under the Private Manage Forest Land Act),
gravel quarry, approximately 17 km of resource roads and drainage structures

400 bare land Strata lots with 381 lots occupied

Associated equipment (e.g., grader, forest fire response equipment, etc.)

- Approximate time/resources attributed to each entity is Strata Corp: 95%, Resort Corp: 4%, Society: 1% .
- The primary source of funding for Horne Lake Group is monthly strata-fee and special levies from our owners and members. Other revenue sources include road use agreements (periodic, immaterial amounts).

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- Each of the corporate entities has a January 31 fiscal year end. The strata budget year is the 12-month period April 1 to March 31. Approximate annual operating budgets including Management Fees are \$495,000 broken down as:

Strata - \$350,000

ResortCo - \$125,000

Society (HLCA) - \$20,000

Strata Council consists of up to 12 volunteer council members with a mixture of professional backgrounds and experience to operate as a sounding board and source of direction for the entity providing the Requested Services.

3. QUALIFICATIONS AND SERVICE LEVEL CRITERIA

3.1 MINIMUM QUALIFICATION CRITERIA FOR RESPONDENTS

Entities submitting a proposal must satisfy all of the minimum requirements defined below.

3.1.1 Strata Management Services

1. The responding entity must have the authority, under the *Real Estate Services Act (BC)* [RESA], to provide strata management services, either:
 - a) As evidenced by a valid license issued by the RESA to provide such services (*Part 2 - Licensing, Division 1 Licensing Requirements, Sub-section (1)*); OR
 - b) As exempted by RESA (*Part 2 - Licensing, Division 1 Licensing Requirements, Sub-section (3)(e) and (f)*):
 - a financial institution that has a trust business authorization under the *Financial Institutions Act*, in respect of real estate services provided in relation to real estate that it owns, holds or administers; or
 - a practising lawyer as defined in section 1 of the *Legal Profession Act*, in respect of real estate services provided in the course of the person's practice.
2. Respondents have a minimum of 3 years providing strata management services to a strata with at least 50 units.
3. Respondents must have the ability to generate payments electronically on behalf of the HLGC using the HLGC's current financial institution, with approvals completed by HLGC authorized signatories.

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3.1.2 Resource Management Services

The “Resource Manager(s)” must demonstrate the ability to meet the following minimum requirements prior to providing services to the HLGC via the Strata Property Manager:

1. Professional Qualifications – be in good standing (or listed as “retired”) with a regulator body governed by the BC Professional Governance Act, including but not limited to the following:
 - Applied Science Technologists and Technicians of British Columbia
 - College of Applied Biology
 - Association of Professional Engineers and Geoscientists
 - Association of British Columbia Forest Professionals
2. Legislation - working knowledge of the following legislation:
 - Private Managed Forest Land Act (and supporting regulations)
 - Water Sustainability Act (and supporting regulations)
 - Environmental Management Act (and supporting regulations)
 - Nanaimo Regional District Bylaws
 - Strata Property Act (and supporting regulations)
3. “Local” Office or Residence – reside (year-round) or have an office within 125km of HLGC assets.
4. WorkSafeBC - be designated as “active and in good standing” with WorkSafeBC.
5. Resource Management Experience – have a minimum of 10-years resource management experience (included forestry operations, resource roads, heavy equipment, etc.), project management and contract creation, negotiation and administration, as well as working knowledge of Microsoft 365 software (Outlook, Excel, Teams, SharePoint, etc.)
6. Available for Work:
 - May 1 to September 30 – be available on-site (on HLGC assets and to HLGC Council) 5 days per week; available via digital means (email, cellular phone, etc.) 2 days per week.
 - October 1 to April 30 - be available on-site (on HLGC assets and to owners) 2 days per work; available via digital means (email, cellular phone, etc.) 3 days per week.
 - Year Round – be available for up to 10 Strata Council Meeting (typically held in the evenings, first Monday of the month, approximately 2 hours in length).
7. Licences and Equipment – a vehicle capable for navigation resource roads (e.g., 4X4 truck) and valid BC Driver license.
8. Insurance - hold Commercial General Liability (CGL Insurance of \$2 million (including \$1 million in fire fighting expense)
9. Demeanor – as the “face” of the Strata Property Manager/Agent and the HLGC, the Resource Manager must be professional, courteous, self-motivated, solutions orientated and timely in responding to the Strata Property Manager/Agent, the Strata Council and HLGC owners.

Applicants must provide two current references who can attest to the ability to provide services to an organization of similar size and complexity.

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3.1.3 Administrative services for the legal entities within HLGC

Respondents must have the skills and capacity to provide:

- professional bookkeeping services for all HLGC entities to enable delivery of monthly financial statements to the Strata Council.
- secretarial and logistical services for Council meetings (typically held monthly September to June), Council sub-committee meetings (held as needed), Annual General Meeting and Special General meetings (as needed).

3.1.4 Insurance

Respondents are required to provide current proof of coverage, in good standing, through Work Safe B.C. The successful respondent will be required to provide proof of and maintain this coverage, in good standing, throughout the life of the contract.

The successful respondent will also be required to provide proof of and maintain the following minimum insurance coverage throughout the life of this contract:

- Commercial General Liability - \$3million
- Errors & Omissions - \$3million
- Forest Fire “rider” (on CGL) - \$1million

3.2 PREFERRED QUALIFICATION CRITERIA OF RESPONDENTS

3.2.1 Strata management services

N/A – all are required.

3.2.2 Resource Management services

Preference will be given to those demonstrating the following desired skills:

1. Support to the Strata Property Manager/Agent – consistent with the *Strata Property Act*, support the Strata Property Manager meet the requirements for the requirements for the “Request for Proposal – Strata Manager/Agent”
2. Stakeholder Relations – skills to represent the HLGC with government bodies (e.g., Regional District of Nanaimo, Department of Fisheries, Ministry of Environment, Ministry of Transportation)
3. Interpersonal Relations – experience in conflict resolution.
4. Facilitation and Organization – ability to facilitate and organize projects such road maintenance activities, bylaw reviews, clean up campaigns, etc. and multi-task.

4. DUTIES AND RESPONSIBILITIES

See Appendix 1- Duties and Responsibilities for examples of previous scope of services provided by the Strata Manager. Respondents should specify scope of services their entity will provide.

5. CONTRACT INFORMATION

Desired contract terms: initial 3-year term, with option to renew for additional 3-year term.

An extension of the agreement must be agreed to by both parties no later than 6 months prior to the end of the term of the contract. The Horne Lake Group of Companies reserves the right to enter into a new contract or seek the services of a new contractor in accordance with the Horne Lake Strata Bylaws.

6. PROPOSAL EVALUATIONS

6.1 Preferred Respondents

Proposals by Strata Lot Owners (as referenced in section 2.17 of the Real Estate Services Regulation) to provide strata management services will not be accepted. To ensure continuity of service to the HLGC and Horne Lake community, preference will be given to respondents where the Strata Manager is not a sole practitioner.

Preference will be given to proposals where the Resource Manager is not an owner.

As the Resource manager is the 'face' of Strata Council interacting with owners, awarding of the contract is subject to an in-person interview between the Strata selection committee, Resource manager and Licensed Strata Manager.

Horne Lake Group reserves the right to make an award without further discussion of the proposals submitted. Therefore, the proposals should be clear and complete with regard to both the technical proposal and prices.

Horne Lake Group also reserves the right to reject any and all proposals received and is not committed to pay any costs incurred in the preparation and submission of proposals. Further, the HLGC Board of Directors and the Strata Council also reserve the right to select a proposal that is not necessarily the lowest.

6.2 Evaluation Criteria

Responses will be evaluated and ranked based on criteria including, but not limited to the following:

1. Qualifications (minimum and desired)
2. Experience: strata property management and resource management capabilities
3. Ability to provide majority of services described in Appendix 1
4. Design of service model (sole proprietor vs. larger entity, office/residence distance from Horne Lake for resource management services)
5. Fee Structure
6. References
7. Other – comments to describe (for example) how you/your business differs from others being considered and why you as an applicant would be the best decision.

7. REQUESTED INFORMATION FROM RESPONDENTS

In responding to this request, we request the following information:

Included Services and Costs:

- Align your fee proposal to our budget year of April 1 to March 31. Specifically, provide your fee proposal for the periods: August 15, 2021 to March 31, 2022; April 1, 2022 to March 31, 2023; and April 1, 2023, to March 31, 2024 with whatever guarantees can be given regarding price increases in future years. Your description of fees may include whatever schedules are necessary to adequately support and/or explain the proposed pricing.
- Provide standard billing rates for personnel to be applied to any work outside of the defined contract for services.

Qualifications:

- Detail the structure that will be used to provide the Required Services. Where services will be sub-contracted to other entities or individuals, detail how the Respondent will ensure all Minimum Service requirements are met and service levels are achieved.
- Identify the individuals who will be assigned to HLGC if you are successful in your bid, and provide biographies.
- Provide up to two current references who can attest to your entity's ability to provide services to an organization of similar size and complexity.

Communications and Accessibility:

- Describe your commitment to accessibility of your team to the HLGC community of owners.

Transition:

Describe how you plan to familiarize yourself with Horne Lake Group and its activities. Describe the transition process and the time necessary to complete.

8. TIMING AND RFP LOGISTICS

The desired contract start date is August 15, 2021 to allow for an orderly transition from the existing manager, with the successful respondent taking full accountability for the HLGC effective September 15, 2021.

| <u>Action</u> | <u>Timing (2021)</u> |
|------------------------------|----------------------|
| RFP responses due | May 15 |
| Interview respondents | May 15 – June 10 |
| Advise successful respondent | By June 30 |
| Contract in place | By July 31 |

Responses to this proposal should be submitted to president@hornelake.bc.ca.

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APPENDIX 1 – ROLES & RESPONSIBILITIES

This appendix provides examples of previous scope of services provided by the Strata Manager. Respondents should specify scope of services their entity will provide.

Applicable to:

1. Horne Lake Community Association (“Association”) – aka, Horne Lake Entities; Horne Lake Group (HLG)
2. Horne Lake Resort Corp. (“Resort Corp”) – aka, Horne Lake Entities; Horne Lake Group
3. The Owners, Strata Plan VIS 5160 (“Strata Corporation”)
4. Strata property Manager (“Agent”)
5. 3rd Services Providers(s) (“3rd Party”)

| Responsibility | Task | Frequency | COMMENTS |
|----------------------------------|--|-----------|---|
| A - Administration | | | |
| 1.0 Licencing + Insurance | 1. Real Estate Council (Strata Mgmt. Lic.; Managing Broker Lic.) | Annual | Provide confirmation of license in good standing to Council annually. |
| | 2. Licence - Water Licences | Annual | Pay annual license fee, amend as necessary if change in strata lots |
| | 3. Insurance – Property, E&O, CGL, Cyber | Annual | |
| | 4. Insurance – Agents (E&O) | Annual | |
| | 5. Insurance – ICBC, grader and fire trailers | Annual | |
| | 6. Forest Fire cost sharing agreement, | Annual | Wildfire protection |

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| Responsibility | Task | Frequency | COMMENTS |
|-------------------------------|--|------------------|--|
| | 7. Licence – Park Use | Annual | |
| | 8. Licence – Wastewater | Annual | |
| | 9. Licence – Domain/Website | Annual | |
| | 10. Permits – prepaid boat Launches at Regional park | Annual | |
| | 11. Section 11 notifications/approvals | On-going | Sufficient familiarity with process to direct owners on steps to follow and 3 rd party contacts for assistance. |
| 2.0 Records Management | | | |
| | 1. Corporate Address - Establish, maintain + review | Annual | Maintain physical address to support operations. |
| | 2. Communication | On-going | |
| | 3. Meetings – Annual General | Annual | |
| | 4. Meetings - Special | As required | |
| | 5. Council Meetings | Monthly | |
| | 6. Financial | Monthly | |
| | 7. Legal | On-going | |
| | 8. Storage (Physical) *** | Monthly | |

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| Responsibility | Task | Frequency | COMMENTS |
|--------------------------|---|------------------|--|
| | 9. Storage (Electronic) | Monthly | SharePoint |
| | 10. Contracts - Operations | On-going | |
| | 11. Owner Communications | On-going | |
| | 12. "Section 35 SPA" | On-going | |
| | 13. Website Maintenance | On-going | |
| 3.0 Communication | | | Verbal and written |
| | 1. Owners Communication, email, phone calls, approval requests, | On-going | |
| | 2. Strata – Council, HLG Directors | Monthly | |
| | 3. Strata, HLG– AGM | Annual | |
| | 4. Regional District | On-going | |
| | 5. Province | On-going | MFLRO, EMBC, MOF, BC Assessment |
| | 6. Local Stakeholders | On-going | |
| | 7. Service Providers | On-going | Accountant, Lawyer, Insurance, Projects based. |
| | 8. Email | On-going | Presented to Council when required. PDF and electronic file as needed. |

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| Responsibility | Task | Frequency | COMMENTS |
|-----------------------------|---|------------------|--|
| | 9. 24-hr Emergency Contact Service | On-going | |
| | 10. Website | | At least monthly updates so that website enables self-service for owners on frequently needed information and updates. |
| | 11. Horne Lake Hooter / Instagram | Semi-annual | |
| | 12. Facebook Page | | Was set up for LandCo lot sales, has not been updated for a while. |
| | 13. New Owner Welcome and survey; compile results quarterly | On-going | |
| 4.0 Council Meetings | | | |
| | 1. Schedule/Coordinate | (10 per yr) | |
| | 2. Agenda | (10 per yr) | |
| | 3. Minutes | (10 per yr) | |
| | 4. Action Plan Tracking | (10 per yr) | |
| 5.0 Committees | | | |
| | 1. 7-8 Committees | On-going | Take action as directed by Committees/Council |
| | 2. Fire Equipment committee | On-going | Fire protection and equip. maintenance and operation |

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| Responsibility | Task | Frequency | COMMENTS |
|-----------------------|---|------------------|---|
| | 3. Strata lot alterations / new builds / renovations | On-going | Review requests and provide recommendation to Council |
| | 4. Bylaw complaints | On-going | Receive complaints, conduct preliminary assessment of facts and provide update to Council |
| 6.0 Financial | | | |
| | 1. Strata fees - payment | Monthly | Receive and record all strata fees, special levies, user fees, etc. |
| | 2. Strata fees - unpaid | Monthly | demand and attempt to recover unpaid |
| | 3. Strata fees – non-payment | Monthly | Take legal action. Strata Council must approve legal action. |
| | 4. Rents, deposits (adv strata), special levy/ assessments | Monthly | |
| | 5. Preparation of annual operating budget (x3 entities) to determine annual strata fees | Annual | |
| | 6. Accounting [Financial] Statements, 3 entities/GLs | Monthly | Statement of receipts, disbursements etc. |
| | 7. Bank Statement, reconciliation 3 entities | Monthly | Within 5 business days of month end |

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| Responsibility | Task | Frequency | COMMENTS |
|-----------------------|---|------------------|---|
| | 8. Expenditures | Semi-monthly | Prepare electronic disbursements for approval and occasional cheques for signature. |
| | 9. Payroll Accounts | N/A | No employees. |
| | 10. Receivables | On-going | “Strata Corporation Monies”; deposit into appropriate Account. |
| | 11. Current Source Deductions | n/a | |
| | 12. GST Submission/Filings | Quarterly | |
| | 13. WCB | Quarterly | |
| | 14. Strata Contingency Reserve Fund accounts/Special Levy Account | On-going | |
| | 15. Flood Preparedness Bond | On-going | |
| | 16. Validation – Receivables | Monthly | |
| | 17. Validation – Payables | Monthly | |
| | 18. Year-End | Annual | |
| 7.0 Legal | | | |
| | 1. Dispute Resolution (assist) | On-going | |

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| Responsibility | Task | Frequency | COMMENTS |
|--|---|------------------|---|
| | 2. Owner's Default | On-going | |
| | 3. Compliance – Notices + Orders (notify Council) | On-going | |
| | 4. Societies Act | On-going | |
| | 5. Strata Property Act | On-going | |
| | 6. Strata Bylaws | On-going | |
| | 7. Contract Conformance - Operations | On-going | Service providers (Road works, waste disposal, etc.) 3 quotes for projects +\$30,000 |
| | 8. Riparian Area Regulation (RAR) - coordination | Annual | Annual RAR Review with Qualified Environmental Professional, contact with owners regarding findings and remediation |
| | 9. SPA Information Forms, Form B and Form F | On-going | Required by realtors, notaries, lawyers, mortgage lenders, prepared and signed by authorized manager or 2 council members |
| 8.0 Sales, Leases + Rentals by owners | | | |
| | 1. Strata Lot sales. Provide required forms, update owners list, accounting files, owners list, email | | |

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|--|---|------------------|---|
| 9.0 Strata Lot Development, approvals | 1. Strata bylaws require owners to obtain approval from the Strata Corp before Constructing and improvement or altering a strata lot of common property, tree removal, dock construction, building construction or renovation | | Agent receives inquiries from owners regarding projects. Agent advises owner of approval process and if approval is required and or if RDN, or other approvals will be required as well. |
| | 2. Approval Application Process and review with owner, owner's contractors, | | SC = Strata Council designates the approval process to the Agent providing the applicant has met all of the requirements, zoning, DP 0120, Section 11 water act, strata bylaws and policies |
| | 3. Foreshore erosion protection, application process with owners, engineers and contractors | | |
| | 4. Evaluate approval request and provide Approval Letter if applicable or reject | | |
| | 5. Site Inspection + Approval [non-building permit] | | |
| B - Operations (Services + Maintenance) | | | "Maintenance and Services" |
| 1.0 Contractor Management | | | |

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|--------------------------------------|-------------------------------|------------------|---|
| | 1. Policy Development | | -Agent works with HGL/Strata to determine the requirements and qualified contractors. HLG/Strata select contractor and can designate Agent to sign and monitor. |
| | 2. Hire/Discharge | | |
| | 3. Coordination | | |
| | 4. Monitor performance | | |
| 2.0 Contracts | | | |
| | 1. Develop [make] + Sign | | |
| | 2. Negotiate + renew | | Road Use agreements, cell phone tower fee with 3rd parties accessing Strata common property |
| 3.0 Equipment + Supplies | | | |
| | 1. Purchase | | |
| | 2. Sell | | |
| | 3. Maintenance | | |
| 4.0 Physical Asset Management | | | |
| | 1. Forest [Forest Management] | | Sproat Lake Forest Services has been the forest manager since 2003. |

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| | 2. Roads 3. Strata road surface, when grading or top dressing required. Storm checks for trees down, flooding, plugged culverts etc. | | 2 strata owners operate the grader. Grading days determined by Agent and operator subject to conditions. |
| | 4. Grader 5. Road grading, snow removal, grader maintenance | | See above |
| | 6. Culvert and Bridge monitoring, repairs, replacement, Section 11 notifications | On-going | |
| | 7. Common property maintenance | | Annual projects are at the direction of Council |
| | 8. Drainage over strata lots | | |
| | 9. Fire response equipment | | |
| | 10. Access Control [RU Agr; 5 gates] | | |
| | 11. Waste Area [Log Sort] | On-going | Garbage bins – manage contract with disposal company |
| | 12. Depreciation Report | 3-yr | Engage service-provider for tri-annual update; next report required 2024. |
| | 13. Private Forest Land Commitment + Report | Annual | |

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|--|---|------------------|---|
| | 14. BC Assessment Authority | | |
| | 15. PFLM Audit | 5-yr. | Last done, May 2014 |
| | 16. Riparian Area Regulation (RAR Report) | Annual | |
| 5.0 "Clean Up" | | | |
| | 1. [Industrial] Garbage Bins 2. Staffing (see above sub) | Semi-annual | 2 Spring + 1 Fall Clean Up Weekends - 2 owners assist the Agent and staff each day |
| | 3. Waste Burning – obtain permit and oversee process | Annual | |
| C - Emergency Preparedness & Response | | | |
| 1.0 General | 1. Plan development + maintenance | Semi-annual | Agent and 3 rd Party monitor weather events and keep owners updated on possible emergency situations, lake levels, roads flooded, wildfire, road closures, etc. and arrange for action from contractors as required. RDN Emergency Services Coordinator may be involved. |
| | 2. Security incidents, thefts, break ins, vandalism | | Respond to reported incidents, contact owners or strata council, take necessary actions, secure, report to RCMP |
| | 3. Medical | On-going | |
| | 4. Infrastructure | On-going | |

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|-----------------------|--------------|------------------|---|
| | 5. Wildfire | On-going | Owners committee of volunteers to maintain, and demonstrate fire equipment. Wildfire Response Agreement with BC Wildfire Service. |
| | 6. Floods | On-going | Lake level controlled by DFO Big Qualicum River Hatchery. Agent monitors lake levels and advised owners of level rise when close to or over 389 – 390 ft. DFO datum. Natural boundary 392 – 393 ft. flood construction level for new cottages 405 ft. |
| | 7. Landslide | On-going | |
| | 8. Security | On-going | D69 Security provides external security rounds September through May. Volunteer patrollers patrol daily - September through May. |