

CHELSEA GARDENS₁ - LMS 1416

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COUNCIL MEETING MINUTES –TUESDAY JULY 17, 2018 – 1:00 PM CLUBHOUSE LIBRARY

STRATA COUNCIL - 2018/2019

PRESIDENT

Zenon Jalbert – TH-202

VICE-PRESIDENT

Murray Hill – K406

SECRETARY

Anita Thompson – W325

TREASURER

Victor Monasch- T153

COUNCIL MEMBERS AT LARGE

Bob Hurley - W-122

Gordon Yamashita - K202

Ashley Orton – T243

COMMITTEE ASSIGNMENTS

Zenon – Bring forward, Exec. Committee

Murray – Townhouses

Gordon – Apartments, RV Liaison

Bob – Social Liaison, Ponds/Fountain, Exec. Comm.

Anita – Clubhouse, Finance

Victor – Executive Committee

Ashley – Landscaping, Security, Volunteers

CLUBHOUSE OFFICE

Valerie Morris

M, TU, TH, and F - 11:00 AM to Noon

Guest suite booking and Keys

CARETAKERS

John Unger - (604) 834-4578

(7:00 AM-3:00 PM-Monday-Friday)Valerie Morris –

Nights/Weekends

(5:00 PM-7:00 AM Monday-Friday)

(7:00AM-1:00PM Saturday)

(604) 834-4578

STRATA MANAGERS

Ross Ruddick – ross@crpm.ca

Jesse Train – jesse@crpm.ca

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EMERGENCY CONTACT

24 HOUR SERVICE (778) 578-4445

****MOTIONS MADE BY COUNCIL MEMBERS ARE CARRIED
UNANIMOUSLY UNLESS NOTED****

ATTENDANCE:

Zenon Jalbert

Victor Monasch

Gordon Yamashita

Bob Hurley

Murray Hill

Ashley Orton

REGRETS

Anita Thompson

Jesse Train, Strata Manager

(1) CALL TO ORDER

The meeting was called to order at 1:10 PM by Zenon Jalbert, President, and a quorum being present.

(2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED** and **SECONDED** to adopt the minutes of the June 19th, 2018 council meeting as circulated.

CARRIED

It was noted that in the previous set of minutes, the date of the next Council was incorrect as it stated Tuesday July 16th when in fact it was Tuesday July 17th.

(3) Caretaker Report June 2018

I hope everyone has been able to enjoy the great weather we've been having or at least have plans to take advantage of the sun and blue sky.

There has been a tremendous amount of work being done and of course there is much more to take care of. I would ask that since we are now only watering twice a week that if you see lawns or gardens that are stressed to take out your hoses and give the ground a good soak. Problem trees are slowly being taken out and more to go so if you are wondering why it's taking so long they are being taken out by sections. The gardeners have done a great job of cleaning out some of the overgrown areas and will continue to do the same in other areas of concern in the complex.

I know I sound like a broke record for those that know what a record is but when it comes to the pool we have seen several issues arise during use. SHOWERS please, not just a twirl around and I'm

wet so I can go in. If you have applied lotions or sun screen they should be washed off with soap and water before going into the pool. The vinyl stains easily and within one day in this heat there is enough sunscreen and lotion stuck to the side of the pool that it can be rolled off. The use of floatation devices is also something that once finished with must be taken out of the water. I am finding an increasing amount of chucks and pieces from the noodles floating on the surface in the morning and also in the skimmers. Food must be packed up and please make sure that there is no bits and pieces left on the pool deck. As most know we deal with ants constantly and when I go out on the pool deck wherever there has been food dropped you'll find our little friends (which I've come to believe will take over the world one day). I have had several complaints about saving seats and lounges. It is first come first serve. I would also like to remind everyone that during the adult swim if you are on the cellular phone to use your library voice. Not everyone wants to hear the conversation and as we all know when someone talks on a cellular. we have a tendency to talk louder. As a final note there is absolutely no alcohol allowed in the hot tub area. We are considered a commercial pool and follow the guidelines stipulated by Fraser Health.

Road signs and painting are about to start and will have a positive impact on those trying to find units as well as reminding people that the speed limit within is 15km. The painting will continue with visitor spots marked with better lines and signage.

Lattice work has started with repairs first, then cleaning and afterwards painting. Thanks to Ashley and Zenon for their hard work in this endeavour. Painters come forward since this will be the next major project once the lattice is cleaned.

For the dog walkers. I have seen a coyote prowling the grounds when I come in. I'm sure he is here to help us with our rabbit control but please be aware.

The back fence has been completed and looks great.

The issue of garage doors has come up and just for clarification the doors are replace by strata as well as the rails, rollers and tension springs at the time of install. If the spring on anything older than a year breaks it is owner responsibility. The doors are warranted for ten years and the operating parts for one year, so things like sensors, rollers, tracks become the owner responsibility at that time

With so many trades and strangers in the complex it is important to be vigilant. If you suspect or see suspicious activity, please don't hesitate in reporting it to either Val or myself or in off hours to the police. It is important to report these activities so that we have a tracking record. Our latest break-in happened in the Windsor and although they took almost 25 minutes to get in, they did and stole two bicycles. We are encouraged to phone the police regardless of how small the items taken are. I know it sometimes feels like an exercise in futility but they do keep record of thefts and can plan manpower accordingly.

With the heat of summer, the metal on the doors to the condos expands and doesn't always close properly. Please make sure the doors and gates close properly behind you.

John Unger

(4) FINANCIAL REPORT

The Treasurer reviewed the Financial Statements for June 30, 2018 with Council. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads to June 30, 2018 **CARRIED**

The Strata Manager reviewed the arrears (which are minimal) with Council. CrossRoads Management will be pursuing resolution of these arrears and/or charge-backs.

(5) BUSINESS ARISING FROM THE MINUTES

- a. **Accessibility Assessment** – The assessment is in process for 2019.

- b. **Ants** – Ants are an ongoing issue. Ant eradication material is constantly being applied. Owners, please do your best to put all food away so there is no attraction to the inside of your units. It is recommended to help out and purchase your own ant deterrents for your homes.
- c. **Street Names** – The Strata Manager is waiting for the mockup of the street name signs.
- d. **Earthquake Valves** – The Strata Manager reached out to Fortis BC in regard to the earthquake valves. The representative indicated that the valves were not mandatory and would be at the discretion of the Strata Corporation to install. After discussion, the Council has decided not to pursue installing the Earthquake Valves at this time.
- e. **Fob Clean Up** – Many owners have completed verifying their fobs and Council extends their gratitude for their diligence in this matter. There are however, some owners yet to come to the office to verify their fobs. The Strata Manager was directed to send letters to these owners reminding them to have this done.
- f. **RV Lot Security** – Council has approved the installation of flat bars along the bottom of the fence to increase security around the RV lot.
- g. **Clubhouse Telus** – Telus is in the process of installing their services in the clubhouse. This change will reduce our clubhouse telephone, television, and internet charges by roughly \$400/month.
- h. **Bowed Windows** – The new windows for the effected townhouses have been ordered.
- i. **Dryer Vent Outlets** – A Contractor has indicated interest in replacing the old dryer vent outlets on the townhouses. The contractor will produce a quote for this project in the near future.
- j. **No Trespassing Signs** – Council requested a price for two no trespassing signs that will be installed at the front and back entrances.
- k. **Back Steps at the Clubhouse** – A contractor will determine a repair regimen for the rear clubhouse steps that are slanted towards the base causing water pooling and freezing in the winter. The Strata Manager has requested a quote.
- l. **Cooking Smell** – National Air Technologies will inspect the unusual transference of smell from one apartment unit to another.
- m. **Speed Limit Re-Painting** – The contractor has completed the painting of the speed limit lettering on the roadways. There was correspondence that the lettering is too small. Council believes it is large enough and is clearly visible.
- n. **Janitorial Services** – A cleaning company came and performed a deep clean of the Clubhouse. Council noted the improvement and are satisfied with the results. There were some areas that were missed and the next time the company comes to clean, Anita will be indicating areas of high traffic and priority.
- o. **Cellular Booster Antenna** – The Strata Manager presented a quote for a new cellular booster antenna that is expected to improve the cellular signal in the parkades. It was **MOVED** and **SECONDED** to

approve the quote and order the antenna.

CARRIED

(6) CORRESPONDENCE

- An owner suggested adding a locked bulletin board for all the buildings and clubhouse to display emergency preparedness information. Council suggested utilizing a TV in all the buildings and clubhouse to present the updates instead of the bulletin board as the bulletin boards are continuing to get crowded and untidy.
- An owner sent concerns to the Strata Manager in regard to a gap leading to their patio that was a result of a dead cedar shrub being removed. After discussion, a new shrub will be planted in the fall to improve the privacy to the units' patio.
- An owner informed the Strata Manager of a parcel of land adjacent to Chelsea Gardens presently vacant and for sale. Council agreed it is not ready to purchase the land for a large sum of money.
- An owner indicated they will be removing the planters sitting on the exterior of the balcony railings in order to comply with the bylaws of Chelsea Gardens. Council thanks the owner for the prompt response.
- An owner requested the temperature of the water in the clubhouse showers be turned up. It was noted that the water is in accordance to legal requirements.
- An Owner requested to have the weekly bridge night change to 6:30PM – 10:00PM in the fireside room. However, this conflicts with another group using the fireside room. Council denied the request for this reason.
- A request from an Owner was received to have better signage installed by the blue bins, organics and garbage. Council noted that there have been many materials thrown in the garbage that are not permitted. Chelsea Gardens will be fined from the garbage contractors for these non-permitted items so please refrain from doing this. There are many areas in the community that will accept these items. The Strata Manager will request updated signs from the garbage contractor.
- Correspondence was received addressing the difficulties in maintaining healthy lawns in certain areas in the complex. Council noted that this has been an on-going problem for years in various backyards as these areas do not receive sufficient amount of sun, and become boggy in the winter months. Council member Ashley Olsen will discuss this with the landscaper and determine a course of action. However, it is possible that grass will never grow properly in these areas and alternatives to grass may be required.
- An Owner sent a complaint about their neighbors smoking. A letter will be sent to these Owners. If you are to smoke in your suite, windows and doors must be closed as it is the equivalent of smoking on your patio or balcony. This is in violation of the bylaw 3:

Use of Property

3. (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,
- (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, or
- (e) 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.

And as per the Strata Corporation Rules:

i. Smoking on the limited common property (i.e. patios and balconies) or on common property within 7.5 meters of a doorway or window is not permitted. As per By-law 3(1) (c), if an owner is affected with your smoking, you must not allow your smoke to leave your strata lot.

(7) COMMITTEE REPORTS

- **TOWNHOUSES** – Garage doors are almost fully replaced. There are ongoing townhouse envelope repairs and the driveways will be addressed in early Fall.
- **APARTMENTS** – The hallway on the second floors of the apartments were reported to be hot. The mechanical contractor will be notified to inspect the issue.
- **CLUBHOUSE** – The two exercise equipment (recumbent bike and supine machine) have been removed. It was decided by the list produced by Anita that these machines have become unserviceable and not able to be repaired. They will be removed.
- **SAFETY AND SECURITY** – A break-in recently occurred at the Windsor building resulting in bikes stolen. The bikes were in the open where they were visible. Owners should make sure all belongings are locked up and out of site.
- **LANDSCAPING** – Work orders are being completed and Council thanks owners for feedback. Council notes communication is improving.
- **BY-LAWS/RULES** – There was no report on bylaws/rules.
- **RV-LOT** – There have been request for RV spots. The RV committee is looking at making some adjustments to accommodate a large rig.
- **ADMINISTRATION** – No Report
- **SOCIAL COMMITTEE** – No Report

(8) NEW BUSINESS

- a. **Exercise Tally Sheets** – The exercise tally sheets were completed by Anita. As stated in an earlier section of the minutes, two machines were removed due to being out of service and to improve walking space in the gym. The Bowflex was sold to Jeff Morin.
- b. **Car Share** – A proposal was brought forward to Council and it was determined that this does not fit Chelsea Gardens needs.
- c. **Kensington Floor** – A Quote was discussed on replacing the floor on the Kensington building's basement and first floor. The Council asked the Strata Manager to obtain another quote.
- d. **Mayfair/Kensington Painting** – More quotes are being obtained for discussion at the August meeting.
- e. **Bike Rack** – The Strata Manager presented prices on various styles of bike racks. After review, Council requested the Strata Manager to look for a style that will be up against the clubhouse rather than a bike rack that is installed several feet away.
- f. **Security** – Council is looking into more options to increase security around Chelsea Gardens. The biggest factor is everyone doing their part so that we are no longer a targeted area. Not leaving any valuables in your vehicles, keeping anything stored around your vehicle out of site, making sure all the doors are closed when entering and exiting the complex and waiting for the gate to fully close before leaving the area.
- g. **Pool Shut Down** – It has been noted that many people are not washing off properly before they enter the pool. The caretaker has noticed an increase of slim build up along the pool liner. Owners not following the procedures properly can lead to the pool being shut down!
- h. **Visitor Parking Stalls Re-Paint** – Council requested the Strata Manager to obtain a quote to have the visitor parking stalls re-painted.

(9) ADJOURNMENT

- The meeting was adjourned at 3:30 PM.
- The next council meeting is Tuesday August 21, 2018 – Clubhouse library

Jesse Train, Strata Manager – CrossRoads Management

Owners are advised that they should retain their printed copies of the minutes for future use. Should an owner decide to sell, most prospective buyers will usually request two years worth of minutes and, if you do not have them, there is a charge of .25 per page from CrossRoads for this service. Retaining the minutes will help you and/or the buyer avoid this charge.

CrossRoads Management - EMERGENCY CONTACT- 24 HOUR SERVICE - (778) 578-4445

Calling afterhours for an emergency you will be asked to press "1". This takes you to our afterhours 24/7 Call centre who will then contact the Strata Managers (or their back-up) at home or cell phone.