

CHELSEA GARDENS₁ - LMS 1416

www.chelseatoday.org E-Mail: ross@crpm.ca or chelseacouncil@crpm.ca

COUNCIL MEETING MINUTES –TUESDAY, JUNE 18, 2019 1:00 PM CLUBHOUSE LIBRARY

STRATA COUNCIL - 2019/2020

PRESIDENT

Zenon Jalbert – TH-202

VICE-PRESIDENT

Murray Hill – K406

SECRETARY

Anita Thompson – W325

TREASURER

Victor Monasch- T153

COUNCIL MEMBERS AT LARGE

Ashley Orton – T243

Norm Reid – T302

Bill Zemianski – T329

COMMITTEE ASSIGNMENTS

Zenon – Executive, Bring Forward, Website

Murray – Townhouses, Irrigation

Bill – Social Liaison, RV Liaison, Bylaws

Anita – Clubhouse, Finance, Executive

Victor – Executive Committee

Ashley – Landscaping, Security, Volunteers, Ponds
and Fountains

Norm – Apartments

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

Bogdan – bogdan@crpm.ca

CROSSROADS MANAGEMENT LTD.

1001- 7445 132ND STREET,

SURREY, B.C. V3W 1J8

Phone: (778) 578-4445

Fax: (778) 578-4447

EMERGENCY CONTACT

24 HOUR SERVICE (778) 578-4445

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

ATTENDANCE:

Anita Thompson

Ashley Orton

Murray Hill

Zenon Jalbert

Norm Reid

Bill Zemianski

REGRETS

Murray Hill

Victor Monasch

Ross Ruddick, Strata Manager

(1) CALL TO ORDER

The meeting was called to order at 1:00 PM by Zenon Jalbert, President, and a quorum being present.

(2) VENDOR PRESENTATION

The consultant, Don Marsh, presented a package of multiple quotations for replacing the MUAs on the apartment buildings with units that include air conditioning. The Strata Council did request that further information be obtained from one of the companies quoting on the unit with a follow-up email vote.

(3) ADOPTION OF PREVIOUS MINUTES

It was **MOVED** and **SECONDED** to adopt the minutes of the May 21, 2019 . **CARRIED**

(4) Caretaker Report June 2019

Seems like the time is flying by so quickly, blossoms are almost finished and now the magnificent colours of the summer flowers. There is someone that deserves a round of applause. Agnes O’Sullivan has given our pool deck another beautiful display of flowers adding so much to the ambiance of the surroundings. Jack Devris and Ashley Orton have also made the fish pond into a thing of beauty. If we can keep the Heron from thinking he has an easy meal, ... well, we can only hope. I would like to say that we have our crow problem under control, but those that live near the water works, we know differently. Not only do they foul the waterway but their excrement on the paths and railings is a constant struggle to keep clean. There are several town homes that have also been targeted

and they are a priority to get cleaned. The crows are clever and target the blue boxes where items have not been properly cleaned of food product. Please remember that all plastic, cans, etc., must be washed and pieces of crust as an example in a pizza box are an invitation. There should be no remnants of food. Ivan has been an incredible asset to myself assisting in the cleaning and maintenance issues that need to be address on a daily basis.

We know summer is coming by the number of bookings that are taking place in our guest rooms but it is important for the sake of everyone that confirmation is assured. We have had many cancellations some for unforeseen reasons, plans change, ... but someone else may have wanted the time as well. Something that I have seen in other places is next in line policy keeping track of requests should cancellations occur. It is a matter of working out the logistics. Just a reminder the room rental is \$45.00. Bookings for the Fireside and Guest Suites can only be done 6 months in advance with the exception of the Social Committee which has first pick of dates.

Vent cleaning went well and if inside of the unit was not done most of the benefit from vent cleaning is from the main shafts.

If you see something suspicious in the evening/night, call 911 first. We had a small section of the perimeter gate that was compromised and so it is a reminder to be vigilant.

The pool has had a few problems with the liner and a wrinkle that has appeared but as long as nothing sharp comes in contact we should be ok. The water is now at a constant 86 and the hot tub at 104. We have had some unfortunate incidents at the pool and hot tub lately that although have been addressed this is a reminder that foul language around the pool deck is not tolerated. Courtesy and Respect is all we can ask for. After each application of sun screen or oils / lotions a shower is a must. I try my best to maintain proper chemical content and balance in the water but when contamination occurs it invariably affects water quality sometimes to the point of shut down. ie: bubble bath not a good idea in the hot tub

We have a new cleaner in the club house and it does seem to work better having someone here for 4 hours a day rather than 2 people for 2 hours a day. It has become much easier to deal with concerns as they arise during a morning.

The Windsor had their share of fire alarms lately but the response from the burnt toast episode did show that the Emergency System does work and is a benefit to everyone. A few tweaks but in all the exercise scored high points, no panic, and an orderly muster. With our condolences to M. Mcleod's family it is a reminder to make a friend and share a key. It made entry to the unit easy with a key holder. If changes do occur it is imperative that records are kept up to date and the new information is identified. Emergency program is providing a sheet to be filled out should changes occur. This is entered into the files in the office. Key's can be kept in the office safe as well.

Mayfair library looks great and thanks to Zenon and Elizabeth and Glenn Bell for all the hard work. The window benches that the two boys made are a work of art.

Lots more cleaning to come, AC's to be installed in the condos, green flashings to be cleaned and windows to follow. The list goes on as does life.

The fun is just about to begin with summer holidays coming and I know that for all you retired it's always a holiday but as Bill Calligan once said to me, " that the thing you miss most about being retired is the joy knowing there's a long weekend coming" . 1st of July Celebrations are on their way and what a bunch of nice looking fillies and mares chomping at the bit ready for the race to begin. Pool events ... Yee haw.

Until next time. Look on the sunny side of life.

John

(5) FINANCIAL REPORT

The Treasurer reviewed the Financial Statement for the month of May 31, 2019 with Council. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads Management. **CARRIED**

The Strata Manager reviewed the arrears which are minimal.

It was noted that a few GICs are maturing on July 13, 2019, August 27, 2019 and October 24, 2019 in the last set of minutes and that they were to be re-invested. The Strata Manager did note that the bank rates have changed and the interest rate between a GIC investment and keeping the money in the bank is nominal. After discussion, it was determined to not re-invest in a GIC for the upcoming renewals unless there is a change in the rates by the time they come due.

(6) BUSINESS ARISING FROM THE MINUTES

- a. **Peeling Paint for Townhouse and Apartment Pillars** – Nova has scheduled this work to commence the end of June/early July.
- b. **Window Washing Quote** – The council reviewed three quotes for cleaning of cleaning of townhouse and apartment siding, washing of windows of the apartments and townhouses and inaccessible of the clubhouse. It was **MOVED/SECONDED** to approve the quote from Bogeys Maintenance. **CARRIED**
- c. **Accessibility Grant** – we have now been approved as a non-profit and can proceed with quotations.
- d. **Parking line Painting** – The contractor is looking at late July. An exact date will be posted in each apartment as there will be a need for owners to remove their vehicles.
- e. **Chelsea Golf Tournament** – Registrations have been slow to come in. These minutes are your last chance to sign up and, depending on the totals, a decision will be made as to whether to proceed.
- f. **Apartment Cleaning** – A contractor will be filling in for Ionica for the next two weeks as she is on holidays.

(7) CORRESPONDENCE

- Two owners had proceeded with alterations to common property in front of their unit prior to Council receiving and discussing the proposal. The Strata Manager was directed to correspond with the owners indicating that the Council will be discussing fines for doing this without permission.
- Complaints were received about noise and profanity from a visitor and the Council directed CrossRoads to send a bylaw violation letter to the owner.
- An owner wrote concerned about bikes chained to the Windsor parkade gate. The owner suggested putting a notice up to inform owners to remove these bicycles...otherwise they will be removed.

- An owner wrote regarding the protocol for the emergency preparedness floor captains and volunteers. This has been forwarded to the Committee.
- An owner made comments regarding the painting done in the Mayfair. Council and the caretaker are satisfied with the work that has been done.
- A request from the Social Committee was discussed and Council approved a grandchildren's pool party on August 24 that will run from 11:00 AM to 3:00 PM. Council also approved the Social Committee building and installing an additional bookcase in the library at the Social Committee's expense. The Social Committee asked about a timeline for the replacement of furniture in in the library and lobby of the Clubhouse and it will not take place this year. It will be considered for 2020. The Social Committee also asked about insurance procedures should they change a date or location and the Strata Manager communicated the answer to them.

(8) COMMITTEE REPORTS

- **TOWNHOUSES** – Spindle repair continues.
- **APARTMENTS** – There is a request for new blinds in the Windsor and it is being looked into.
- **CLUBHOUSE** – Air conditioners have been installed in each of the guest suites and John will be installing window film for privacy.
- **SAFETY AND SECURITY** – There is a router communication issue at the east gate that is being worked on. The gate is, however, functional.
- **LANDSCAPING** – The excess garden soil was recently relocated to the RV lot should owners want some. The lights are now working in the fish pond and the comments about the pond are very positive.
- **BY-LAWS/RULES** – No report.
- **RV-LOT** – No report.
- **ADMINISTRATION** – No report.
- **EMERGENCY PREPAREDNESS COMMITTEE** – The latest report from the Committee is attached.
- **SOCIAL COMMITTEE** – The July events calendar is attached to these minutes.

(9) NEW BUSINESS

- a. **Garage Sale** – The garage sale was reasonably successful but there was a need to open the front gate and this will likely be the policy next time. A volunteer will sought to control and monitor public vehicles entering.

- b. **National Air Technology** - While doing the dryer vent cleaning, National Air noticed that the rooftop screening on the apartments is small and could restrict the air flow. The company quoted on replacing the screens and it was **MOVED/SECONDED** to approve the quote. **CARRIED**
- c. **Trotter Morton Quote for Gas Value** – The council reviewed the recommendation to replace the gas value for the #2 boiler in the clubhouse. At this time only one boiler is heating the clubhouse if it were to fail the clubhouse would not have any heat. It was **MOVED/SECONDED** to approve the quote. **CARRIED**
- d. **Crack injections in parkades** - The council reviewed a quotation to do some crack filling in the parkades and it was **MOVED/SECONDED** to approve the quote. **CARRIED**
- e. **Email Protocol** – Council discussed a protocol for emails and agreed on a process that will require each separate issue to be handled as a specific email...and not piggybacked onto other emails.
- f. **Music in the Clubhouse Lobby** – There will be a sheet, available in the office, for owners to indicate their preferences about having background music in the clubhouse. The music will be on for two weeks during that sign-up period,
- g. **Telus Event** – The Strata Manager was solicited by Telus to host an event to showcase a new product. Council did not think this was necessary and therefore, permission will not be granted.

(10) **ADJOURNMENT**

- The meeting was adjourned at 3:40 PM.
- The next council meeting is Tuesday, July 16, 2019 – 1:00 PM - Clubhouse library

Ross Ruddick, Strata Manager – CrossRoads Management

Owners are advised that they should retain their electronic or 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. PDF copies can also be obtained from the website.

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.

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
May 2019
AS OF THE 3RD MONTH ENDING MAY 31, 2019

Page 1
6/13/2019
11:09 AM

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#1001 - 7445 132nd Street
Surrey, BC V3W 1J8

ASSETS

1025-0000 Bank - Westminster - Contingency	949,106.07
1038-1206 WSCU GIC - 2.4190% - Jul.13/19	200,000.00
1038-1208 WSCU GIC - 2.5230% - Aug.27/19	300,000.00
1038-1217 WSCU GIC - 2.6180% - Oct.24/19	250,000.00
1038-1237 WSCU GIC - 2.5% - Feb.25/20	200,000.00
1038-1238 WSCU GIC - 2.5% - Apr.26/20	300,000.00
1200-0000 Prepaid Insurance	207,900.76

TOTAL ASSETS

2,407,006.83

LIABILITIES

2012-2500 Accrued Expenses	6,450.17
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TOTAL LIABILITIES

6,450.17

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	2,276,165.64
3510-0000 Net Income - Current Year	124,391.02

TOTAL OWNERS' EQUITY

2,400,556.66

TOTAL LIABILITIES AND EQUITY

2,407,006.83

Date: JUN. 13/19
Accountant: [Signature]
Property Manager: [Signature]

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
May 2019
AS OF THE 3RD MONTH ENDING MAY 31, 2019

Page 1
6/13/2019
11:40 AM

Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

Prepared By:
Crossroads Management Ltd.
#1001 - 7445 132nd Street
Surrey, BC V3W 1J8

ASSETS

1010-0000 Petty Cash	500.00
1013-0000 Bank Shares	5.00
1020-0000 Bank - Westminster - Chequing	65,818.08
1027-0000 Bank - Water Surcharge	64,793.23
1028-1300 Bank - Golf Tournament Funds	1,087.08
1029-0000 Bank - Apt Utilities	12,483.49
1030-0000 Bank - Exercise Room	1,174.77
1040-0000 Bank - Social Committee	5,415.74
1200-0000 Prepaid Insurance	213,293.24
1205-0000 Prepaid Expenses	1,767.08
1220-0000 Caretaker Suite	74,305.56
1300-0000 Accounts Receivable	18,705.35

TOTAL ASSETS

459,348.62

LIABILITIES

2010-0000 Accounts Payable	23,509.41
2014-0000 Accrued Water & Sewer	44,459.01
2017-0000 Social Committee Fund	5,415.74
2018-0000 Exercise Room	1,174.77
2019-0000 Golf Tournament Fund	1,087.08
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	207,900.75
2040-0011 Due to CRF -Insurance interest	5,392.49
2170-0000 Vacation Payable	2,759.54
2250-0000 Pre-Paid Fees	27.18

TOTAL LIABILITIES

292,025.97

OWNERS' EQUITY

3499-0000 Owners' Equity/Caretaker Suite	74,305.56
3500-0000 Net Income - Prior Years	59,959.40
3510-0000 Net Income - Current Year	7,035.65
3510-2000 Net Income - Utilities	5,687.82
3510-3000 Net Income - Water & Sewer	20,334.22

TOTAL OWNERS' EQUITY

167,322.65

TOTAL LIABILITIES AND EQUITY

459,348.62

Date: JUN 13/19
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
May 2019

AS OF THE 3RD MONTH ENDING MAY 31, 2019

Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

Prepared By:
Crossroads Management Ltd.
#1001 - 7445 132nd Street
Surrey, BC V3W 1J8

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-0000 Strata Fees	44,943.96	44,943.83	0.13	0.00	134,831.88	134,831.49	0.39	0.00	539,326.00
4012-0000 CRF Strata Fees - Apart	-12,027.83	-12,027.83	0.00	0.00	-36,083.49	-36,083.49	0.00	0.00	-144,334.00
4015-0000 Parking & Scooter Parkin	571.00	208.33	362.67	174.08	1,733.00	624.99	1,108.01	177.28	2,500.00
4022-0000 Move in/out	0.00	66.67	-66.67	-100.0	0.00	200.01	-200.01	-100.0	800.00
4025-0000 Prior Year Surplus (Defici	2,534.92	2,534.92	0.00	0.00	7,604.76	7,604.76	0.00	0.00	30,419.00
TOTAL	36,022.05	35,725.92	296.13	0.83	108,086.15	107,177.76	908.39	0.85	428,711.00
4030-0000 Strata Fees	80,877.17	80,877.17	0.00	0.00	242,631.51	242,631.51	0.00	0.00	970,526.00
4032-0000 CRF Strata Fees - Town	-26,168.00	-26,168.00	0.00	0.00	-78,504.00	-78,504.00	0.00	0.00	-314,016.00
4037-0000 Prior Year Surplus	2,974.42	2,974.42	0.00	0.00	8,923.26	8,923.26	0.00	0.00	35,693.00
TOTAL	57,683.59	57,683.59	0.00	0.00	173,050.77	173,050.77	0.00	0.00	692,203.00
OTHER									
4040-0000 Rental - Fireside Lounge	0.00	83.33	-83.33	-100.0	100.00	249.99	-149.99	-60.00	1,000.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	1,800.00	1,800.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	520.00	733.33	-213.33	-29.09	960.00	2,199.99	-1,239.99	-56.36	8,800.00
4055-0000 R.V. Parking	740.00	650.00	90.00	13.85	2,220.00	1,950.00	270.00	13.85	7,800.00
4061-0000 Bylaw Fines	200.00	0.00	200.00	0	200.00	0.00	200.00	0	0.00
4065-0000 Interest Income	192.20	100.00	92.20	92.20	656.05	300.00	356.05	118.68	1,200.00
4066-0000 Remote Control Sale	360.00	125.00	235.00	188.00	370.00	375.00	-5.00	-1.33	1,500.00
TOTAL OTHER	2,612.20	2,291.66	320.54	13.99	6,306.05	6,874.98	-568.93	-8.28	27,500.00
TOTAL INCOME	96,317.84	95,701.17	616.67	0.64	287,442.97	287,103.51	339.46	0.12	1,148,414.00
6030-0000 Apt Janitor/Contract Serv	1,450.00	1,500.00	50.00	3.33	3,950.00	4,500.00	550.00	12.22	18,000.00
6208-0000 Building Maint. - Apartme	5,051.44	4,102.00	-949.44	-23.15	7,130.43	12,306.00	5,175.57	42.06	49,224.00
6215-0000 Equipment Maint.-Apart	2,357.70	4,080.17	1,722.47	42.22	14,248.54	12,240.51	-2,008.03	-16.40	48,962.00
6268-0050 Elevator Maint. - Apartm	1,313.34	1,291.67	-21.67	-1.68	4,741.96	3,875.01	-866.95	-22.37	15,500.00
6275-0000 Gate & Door Maint. - Apa	1,129.07	583.33	-545.74	-93.56	1,486.52	1,749.99	263.47	15.06	7,000.00
6279-0000 Garbage Pick-up - Apts.	1,385.46	1,878.58	493.12	26.25	3,985.91	5,635.74	1,649.83	29.27	22,543.00
TOTAL EXPS. BEFORE UTILITIES	12,687.01	13,435.75	748.74	5.57	35,543.36	40,307.25	4,763.89	11.82	161,229.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	12,882.51	4,605.42	-8,277.09	-179.7	17,019.66	13,816.26	-3,203.40	-23.19	55,265.00
6320-0000 Garbage Pick-up - Town	4,226.59	4,583.33	356.74	7.78	12,679.77	13,749.99	1,070.22	7.78	55,000.00
TOTAL OPERATING EXPS. - T.H.	17,109.10	9,188.75	-7,920.35	-86.20	29,699.43	27,566.25	-2,133.18	-7.74	110,265.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	11,665.50	11,550.00	-115.50	-1.00	34,881.00	34,650.00	-231.00	-0.67	138,600.00
6425-0000 Drainage Repair & Maint	0.00	416.67	416.67	100.00	0.00	1,250.01	1,250.01	100.00	5,000.00
6435-0000 Plant Replacement & Im	5,772.97	1,416.67	-4,356.30	-307.5	6,585.47	4,250.01	-2,335.46	-54.95	17,000.00
6440-0000 Irrigation System	709.20	333.33	-375.87	-112.7	759.20	999.99	240.79	24.08	4,000.00
6455-0000 Snow Removal	0.00	833.33	833.33	100.00	297.50	2,499.99	2,202.49	88.10	10,000.00
TOTAL LANDS. & GROUNDS	18,147.67	14,550.00	-3,597.67	-24.73	42,523.17	43,650.00	1,126.83	2.58	174,600.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	1,370.00	2,000.00	630.00	31.50	4,709.78	6,000.00	1,290.22	21.50	24,000.00
6515-0000 Equipment Rep. & Maint.	1,766.69	1,583.33	-183.36	-11.58	2,837.41	4,749.99	1,912.58	40.26	19,000.00
6520-0000 Supplies Equipment - Co	579.34	666.67	87.33	13.10	640.61	2,000.01	1,359.40	67.97	8,000.00
6525-0000 Supplies Maintenance-C	41.70	166.67	124.97	74.98	931.33	500.01	-431.32	-86.26	2,000.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.00	20.02	125.01	104.99	83.99	500.00
6535-0000 Enterphone and Security	31.95	291.67	259.72	89.05	1,032.44	875.01	-157.43	-17.99	3,500.00
6560-0000 Gate Repair & Maint. - C	0.00	333.33	333.33	100.00	177.19	999.99	822.80	82.28	4,000.00
6565-0000 Pest Control - Common	236.69	583.33	346.64	59.42	804.46	1,749.99	945.53	54.03	7,000.00
TOTAL REPAIR & MAINT.	4,026.37	5,666.67	1,640.30	28.95	11,153.24	17,000.01	5,846.77	34.39	68,000.00
UTILITIES									

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
May 2019

AS OF THE 3RD MONTH ENDING MAY 31, 2019

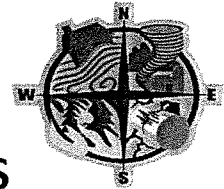
	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
6576-0000 Electricity - Common	229.00	250.00	21.00	8.40	687.00	750.00	63.00	8.40	3,000.00
6577-0000 Electricity Ponds - Com	350.00	416.67	66.67	16.00	1,050.00	1,250.01	200.01	16.00	5,000.00
6580-0000 Electricity Stream - Com	638.00	708.33	70.33	9.93	1,914.00	2,124.99	210.99	9.93	8,500.00
6595-0000 Telephone Caretaker	67.20	75.00	7.80	10.40	201.60	225.00	23.40	10.40	900.00
TOTAL UTILITIES	1,284.20	1,450.00	165.80	11.43	3,852.60	4,350.00	497.40	11.43	17,400.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	50.00	125.00	75.00	60.00	487.50	375.00	-112.50	-30.00	1,500.00
6690-0000 Electricity - RV Lot	65.00	75.00	10.00	13.33	195.00	225.00	30.00	13.33	900.00
TOTAL OPERATING EXPS-RV LOT	115.00	200.00	85.00	42.50	682.50	600.00	-82.50	-13.75	2,400.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	0.00	833.33	833.33	100.00	2,422.49	2,499.99	77.50	3.10	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	525.00	1,250.00	725.00	58.00	7,777.71	3,750.00	-4,027.71	-107.4	15,000.00
6715-0000 Lock Up Costs - Rec. Ce	135.00	175.00	40.00	22.86	412.38	525.00	112.62	21.45	2,100.00
6720-0000 Guest Suites Telephone-	55.44	100.00	44.56	44.56	162.00	300.00	138.00	46.00	1,200.00
6725-0000 Exercise Equip R & M-R	0.00	250.00	250.00	100.00	381.89	750.00	368.11	49.08	3,000.00
6730-0000 Workshop R & M-Rec. C	162.30	125.00	-37.30	-29.84	39.83	375.00	335.17	89.38	1,500.00
6735-0000 Pool Repair & Maint.-Re	225.00	708.33	483.33	68.24	936.63	2,124.99	1,188.36	55.92	8,500.00
6740-0000 Pool Supplies & Chemic	27.57	291.67	264.10	90.55	467.19	875.01	407.82	46.61	3,500.00
6750-0000 Cleaning Supplies-Rec.	398.83	200.00	-198.83	-99.42	398.83	600.00	201.17	33.53	2,400.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.00	0.00	249.99	249.99	100.00	1,000.00
6764-0000 Electricity - Rec. Centre	1,804.00	1,933.33	129.33	6.69	5,412.00	5,799.99	387.99	6.69	23,200.00
6765-0000 Gas - Rec. Centre	1,053.88	1,108.33	54.45	4.91	3,461.29	3,324.99	-136.30	-4.10	13,300.00
TOTAL OPER. EXPS-REC. CENTRE	4,387.02	7,058.32	2,671.30	37.85	21,872.24	21,174.96	-697.28	-3.29	84,700.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,937.45	5,250.00	-687.45	-13.09	15,596.83	15,750.00	153.17	0.97	63,000.00
6830-0000 Caretaker Assistant Wag	1,458.34	1,625.00	166.66	10.26	4,375.02	4,875.00	499.98	10.26	19,500.00
6865-0000 R. C. Janitor Wages and	1,821.75	1,875.00	53.25	2.84	5,381.17	5,625.00	243.83	4.33	22,500.00
6875-0000 Payroll Costs	988.46	750.00	-238.46	-31.79	2,656.18	2,250.00	-406.18	-18.05	9,000.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.00	1,205.35	375.00	-830.35	-221.4	1,500.00
TOTAL SALARIES & PAYROLL COS	10,206.00	9,625.00	-581.00	-6.04	29,214.55	28,875.00	-339.55	-1.18	115,500.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint.	0.00	33.33	33.33	100.00	73.29	99.99	26.70	26.70	400.00
6915-0000 Supplies	187.60	83.33	-104.27	-125.1	268.82	249.99	-18.83	-7.53	1,000.00
6920-0000 Telephone & Cable - Offi	429.77	425.00	-4.77	-1.12	1,289.89	1,275.00	-14.89	-1.17	5,100.00
TOTAL OFFICE EXPENSES	617.37	541.66	-75.71	-13.98	1,632.00	1,624.98	-7.02	-0.43	6,500.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	392.48	375.00	-17.48	-4.66	4,063.02	1,125.00	-2,938.02	-261.1	4,500.00
6975-0000 Council Expenses - Admi	500.00	241.67	-258.33	-106.8	800.00	725.01	-74.99	-10.34	2,900.00
6980-0000 Legal Expenses	0.00	83.33	83.33	100.00	0.00	249.99	249.99	100.00	1,000.00
6984-0000 Postage and Printing	2,812.50	1,416.67	-1,395.83	-98.53	4,835.59	4,250.01	-585.58	-13.78	17,000.00
6990-0000 Insurance Premiums	23,100.08	23,045.92	-54.16	-0.24	69,300.24	69,137.76	-162.48	-0.24	276,551.00
6992-0000 Insurance Carrying Char	599.17	599.17	0.00	0.00	1,797.51	1,797.51	0.00	0.00	7,190.00
6995-0001 WorkSafe BC	52.50	0.00	-52.50	0	52.50	0.00	-52.50	0	0.00
7000-0000 Management Fees	6,009.56	5,785.75	-223.81	-3.87	17,357.22	17,357.25	0.03	0.00	69,429.00
7010-0000 Property Taxes - Admin.	0.00	37.50	37.50	100.00	0.00	112.50	112.50	100.00	450.00
7020-0000 Security - Admin.	1,762.80	2,333.33	570.53	24.45	5,756.76	6,999.99	1,243.23	17.76	28,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	30.00	37.50	7.50	20.00	150.00
7030-0000 Strata Web Site	0.00	37.50	37.50	100.00	64.99	112.50	47.51	42.23	450.00
7051-0000 Statutory Financial Revie	176.40	16.67	-159.73	-958.1	176.40	50.01	-126.39	-252.7	200.00
TOTAL ADMINISTRATION EXPENSE	35,415.49	33,985.01	-1,430.48	-4.21	104,234.23	101,955.03	-2,279.20	-2.24	407,820.00
TOTAL COMMON EXPENSES	74,199.12	73,076.66	-1,122.46	-1.54	215,164.53	219,229.98	4,065.45	1.85	876,920.00
TOTAL EXPENSES	103,995.23	95,701.16	-8,294.07	-8.67	280,407.32	287,103.48	6,696.16	2.33	1,148,414.00
NET INCOME (LOSS)	-7,677.39	0.01	-7,677.40	-76.77	7,035.65	0.03	7,035.62	23,452	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	9,859.00	9,859.00	0.00	0.00	29,577.00	29,577.00	0.00	0.00	118,308.00
9262-0000 Utilities Interest Income	30.92	0.00	30.92	0	112.95	0.00	112.95	0	0.00
9264-0000 Prior Year Surplus (Defici	0.00	0.00	0.00	0	13,873.74	13,874.00	-0.26	0.00	13,874.00
Total Apartment Utilities	9,889.92	9,859.00	30.92	0.31	43,563.69	43,451.00	112.69	0.26	132,182.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
May 2019

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AS OF THE 3RD MONTH ENDING MAY 31, 2019

	<u>MTD Actual</u>	<u>MTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>Annual</u>
UTILITY EXPENSES									
Gas									
9360-0000 Electricity Kens & Mayfai	2,282.00	2,416.67	134.67	5.57	6,846.00	7,250.01	404.01	5.57	29,000.00
9365-0000 Electricity Windsor	1,448.00	1,583.33	135.33	8.55	4,344.00	4,749.99	405.99	8.55	19,000.00
Total Electricity - Apart.	3,730.00	4,000.00	270.00	6.75	11,190.00	12,000.00	810.00	6.75	48,000.00
Gas - Apartments									
9410-0000 Gas - Mayfair	1,685.48	1,664.75	-20.73	-1.25	6,281.72	4,994.25	-1,287.47	-25.78	19,977.00
9420-0000 Gas - Kensington	2,512.06	2,587.75	75.69	2.92	9,796.84	7,763.25	-2,033.59	-26.20	31,053.00
9430-0000 Gas - Windsor	2,598.13	2,762.67	164.54	5.96	10,607.31	8,288.01	-2,319.30	-27.98	33,152.00
Total Gas - Apartment	6,795.67	7,015.17	219.50	3.13	26,685.87	21,045.51	-5,640.36	-26.80	84,182.00
TOTAL UTILITIES - APARTMENT	10,525.67	11,015.17	489.50	4.44	37,875.87	33,045.51	-4,830.36	-14.62	132,182.00
NET INCOME (LOSS) UTILITIES	-635.75	-1,156.17	520.42	45.01	5,687.82	10,405.49	-4,717.67	-45.34	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	5,120.00	5,120.00	0.00	0.00	15,360.00	15,360.00	0.00	0.00	61,440.00
9700-0000 Water - Townhouses	7,488.00	7,488.00	0.00	0.00	22,464.00	22,464.00	0.00	0.00	89,856.00
9725-0000 Water - Interest Income	134.61	0.00	134.61	0	429.58	0.00	429.58	0	0.00
9745-0000 Prior Year Surplus (Defici	0.00	0.00	0.00	0	26,539.65	26,540.00	-0.35	0.00	26,540.00
TOTAL WATER INCOME	12,742.61	12,608.00	134.61	1.07	64,793.23	64,364.00	429.23	0.67	177,836.00
WATER EXPENSE									
9850-0000 Water Usage	14,819.67	14,819.67	0.00	0.00	44,459.01	44,459.01	0.00	0.00	177,836.00
TOTAL WATER	14,819.67	14,819.67	0.00	0.00	44,459.01	44,459.01	0.00	0.00	177,836.00
NET INCOME (LOSS) WATER	-2,077.06	-2,211.67	134.61	6.09	20,334.22	19,904.99	429.23	2.16	0.00



CHELSEA GARDENS EMERGENCY PREPAREDNESS JUNE 2019

Chelsea Program Goal – To ensure to the best of our abilities that, following an emergency event, Chelsea Gardens residents and visitors are kept safe from any subsequent hazards, treated immediately and effectively for injuries incurred, transported to medical care as soon as practical, if necessary, provided with care, shelter, food and water in the period immediately following the event and that property, facilities and equipment are protected from further damage.

JUNE 2019 – A Valuable Volunteer is Gone:

- On June 11th, Marj McLeod passed away. She was an active and valued member of the Communications & Transportation Team of our Emergency Response Program and a member of the Windsor Emergency Committee. Her commitment, enthusiasm and smile will be greatly missed. To her family, we wish to pass on our gratitude for all of her contributions to our emergency program, and doing her part in creating a great atmosphere at Chelsea Gardens.

Worth a Second Mention - Windsor Emergency Response Committee & Floor Captains Formed:

Thanks to the very hard work of Charlie Sweet, the Windsor has set up the new model to have Floor Captains and a Building Captain. There are, in total, 11 Captains including reserve floor captains who are looking after the residents in case of an emergency. This model has been set and very workable thanks to all the volunteers, their understanding to the approach in case of an emergency, and sets up the structure for the Kensington and Mayfair buildings. When the time comes, come out to the meetings to get involved in protection of your building residents.

There are 8 different VOLUNTEER Teams so each month we will give you an update as to how things are developing. Volunteers are always needed because many Chelsea residents travel, so please get involved, ***in any way***, and call Doug McLeod (Head of Leadership Team) at 604-996-3504 or email Doug at kdmcleod@telus.net . All Chelsea volunteers would love to have you on board.


Chelsea Gardens is an exceptional community of “like mindsets” and each Team member wants to do their part to ensure the residents are protected to the best of their ability when a disaster occurs. We are all in this together, we have each other’s back, this is OUR community; this is Chelsea Gardens.

CHELSEA GARDENS EMERGENCY PREPAREDNESS VOLUNTEER TEAMS --- Leadership Team, First Aid Team, Utilities & Fire Suppression Team, Damage Assessment / Search & Rescue Team, Care & Shelter Team, Pet Care Team, Communications & Transportation Team, Personal Preparedness Team



July 2019



	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1		Canada Day Celebration Museum 11-1pm Festivities Begin 1pm Bar opens at 1:00pm	2 Bridge 6:30 pm Poker Pool 7 pm	3 Coffee 9:45 am Whist 7 pm Poker 7 pm	4 Dance 4:45 - 6:45pm Euchre 7 pm Bridge 6:45 pm	5 Pub Night 5:00 - 7:00pm	6
7		8 Arts & Crafts 1-4 pm Canasta 6:45 pm Ladies' Snooker 7pm	9 Bridge 6:30 pm Poker Pool 7 pm	10 Coffee 9:45 am Whist 7 pm Poker 7 pm	11 Dance 4:45 - 6:45pm Euchre 7 pm Bridge 6:45 pm	12 Pub Night 5:00 - 7:00pm	13
14	14 Movie Night 7:00pm 	15 Arts & Crafts 1-4 pm Canasta 6:45 pm Ladies' Snooker 7pm	16 Bridge 6:30 pm Poker Pool 7 pm	17 Coffee 9:45 am Whist 7 pm Poker 7 pm	18 Dance 4:45 - 6:45pm Euchre 7 pm Bridge 6:45 pm	19 Pub Night 5:00 - 7:00pm Sing-Along 5:30-8:00	20
21		22 Arts & Crafts 1-4 pm Canasta 6:45 pm Ladies' Snooker 7pm	23 Bridge 6:30 pm Poker Pool 7 pm	24 Coffee 9:45 am Whist 7 pm Poker 7 pm	25 Dance 4:45 - 6:45pm Euchre 7 pm Bridge 6:45 pm	26 Pub Night 5:00 - 7:00pm	27
28		29 Arts & Crafts 1-4 pm Canasta 6:45 pm Ladies' Snooker 7pm	30 Bridge 6:30 pm Poker Pool 7 pm	31 Coffee 9:45 am Whist 7 pm Poker 7 pm	EXERCISE & FUN AT THE POOL Pool Exercises: Monday-Friday 9:00am Pool Volleyball: Monday 6:15pm		



CHELSEA GARDENS GOLF TOURNAMENT AND BARBEQUE

Sunday, August 18th

NICO WYND GOLF COURSE



Back by popular demand!

It's back! The hugely popular Annual Chelsea Gardens Golf Tournament is scheduled for Sunday, August 18th at Nico Wynd Golf Course followed by a fabulous Barbecue but this year at the golf course.

The "Best Ball" format opens this up to all levels of golfers and non-golfers alike so everyone is encouraged to attend. You don't need to be a good golfer.

There will be prizes for teams, men's and ladies longest drive, closest to the pin, longest putts and much more. Huge raffle prizes including a wine basket that is over-flowing with bottles and goodies. And...prizes for every participant ...whether golfing or not.

The entry fee includes green fees, goody bag, prizes, BBQ steak (or chicken on advance request) dinner and a great time. Non golfers more than welcome at the BBQ dinner at the Golf Course.

GOLF ENTRIES LIMITED TO A MAXIMUM OF 72 PLAYERS—FIRST ENTERED/FIRST IN.

ENTRY FEES

GOLFER—\$59.00
GOLF/DINNER/PRIZES
NON-GOLFER—\$27.00
DINNER/RAFFLE PRIZES

MAKE CHEQUES PAYABLE TO THE
CHELSEA GOLF COMMITTEE AND
LEAVE IN PROPERTY MANAGER
MAILBOXES

CONTACT

ROSS OR
MAUREEN,
BOGDAN OR
JESSE AT:
778-578-4445

HURRY Enter Now!

Invite any former Chelsea residents. If we get enough golfers we can have a shotgun start so everyone can get back to our clubhouse at around the same time.

TEES TIMES WILL
COMMENCE AT
APPROXIMATELY
2:00 PM.

NOTE SUNDAY DATE!!!

Golf Tournament – Entry Form

The Chelsea Gardens Golf Tournament is on **Sunday, August 18th**, and is now accepting entries. Please fill out the form below and deposit your cheque (**Payable to Chelsea Golf Committee**) and entry form in any of the Strata Manager mailboxes located in each apartment or the clubhouse mailroom and try to submit entries as soon as possible. First paid...first in. Golf and Dinner is \$59.00 and dinner only is \$27.00. Entries must be received no later than July 20th, 2019. Golf tee times will start at 2:00 PM. The dinner is at the golf course and the bar will be open for drinks on the patio. You may not bring your own.

NAME: _____ Golf & Dinner _____ Dinner Only _____

NAME: _____ Golf & Dinner _____ Dinner Only _____

NAME: _____ Golf & Dinner _____ Dinner Only _____

NAME: _____ Golf & Dinner _____ Dinner Only _____

Main Contact Information

NAME: _____ UNIT # _____ PHONE _____

EMAIL ADDRESS: _____

GOLFING ABILITY: PLEASE MARK DOWN EITHER GOOD, AVERAGE OR CRUMMY

NAME: _____ NAME: _____

NAME: _____ NAME: _____

Also...we would love it if you were interested in donating a prize if you have some freebies kicking around.

Please let Ross know if you wish to eat chicken instead of steak. Also...let Ross know if you have playing partner preferences.

Contact: ross@crpm.ca or maureen@crpm.ca or call Maureen at: 778-578-4445