

MOTIONS MADE BY COUNCIL MEMBERS ARE CARRIED UNANIMOUSLY UNLESS NOTED

STRATA COUNCIL - 2015/2016

PRESIDENT

Bernice Hutton - TH-149

VICE-PRESIDENT

Charlie Sweet - W-227

SECRETARY

Bob Hurley - W-122

TREASURER

Gary Beirnes - TH-333

COUNCIL MEMBERS AT LARGE

Garry Kirkland - K-405

Gordon Yamashita - K202

Zenon Jalbert - TH-202

LANDSCAPING/SECURITY

Charlie Sweet

MAINTENANCE/LIAISONS

Garry Kirkland - Kensington & Mayfair

Gordon Yamashita - Windsor/Mayfair

Bob Hurley - Windsor

SOCIAL LIAISON

Charlie Sweet/Bob Hurley

RV COMMITTEE LIAISON

Gordon Yamashita

APARTMENT LIAISON

Bob Hurley

TOWNHOME LIAISON/MAINTENANCE

Garry Kirkland

EXERCISE ROOM/WORKSHOP/BRING

FORWARD

Zenon Jalbert

SPECIAL PROJECTS

Charlie Sweet, Bob Hurley, Gordon Yamashita

CLUBHOUSE OFFICE

Marlene Poole

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

Guest suite booking and Keys

CARETAKERS

(7:00AM-3:00PM-Monday-Friday)

Wade Martin- (604) 834-4578

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

(7:00AM-12:00PM Saturday and Sunday)

Nights/weekends - (604) 834-4578

STRATA MANAGER

Ross Ruddick

Gerry Blanchard

E-Mail: ross@crpm.ca

CROSSROADS MANAGEMENT LTD.

1011, 7445 132ND STREET,

SURREY, B.C. V3W 1J8

Phone: (778) 578-4445

Fax: (778) 578-4447

EMERGENCY CONTACT

24 HOUR SERVICE

(778) 578-4445

ATTENDANCE:

Bernice Hutton

Charlie Sweet

Bob Hurley

Garry Kirkland

Gary Beirnes

Gordon Yamashita

Zenon Jalbert

REGRETS

Ross Ruddick, Strata Manager

(1) CALL TO ORDER

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

(2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED/SECONDED** to adopt the minutes of the December 14, 2015 council meeting as circulated. **CARRIED**

(3) CARETAKER'S REPORT

Wade Martin provided council with a summary of the recent activities of our staff:

- Fountain in front of clubhouse working after long duration.
- Continuous maintenance of underground garbage area.
- Ongoing smoke detector checks for battery replacement and wiring.
- Lower level gutter cleaning.
- Adjustments to underground passage doors including the hydraulics and catches. Fire Inspection due by fire department in early spring.
- A neighbouring building requested the pick up and removal of lumber from our downed fence.
- Monitor and follow up removal of last large Koi fish.
- Temporary repair of vandalized pedestrian gate between Kensington and Mayfair.
- Start up pool for polar swim. Winterized pool after swim.
- Start cleaning process for large fountain outside fence.
- Fire alarm test for the month on all four buildings.
- Daily water readings.
- Partial training of Patricia (clubhouse cleaner).

(4) FINANCIAL REPORT

The Financial Report ending December 31, 2015 was reviewed for the benefit of Council by the Treasurer, Gary Beirnes. It was **MOVED/SECONDED** to approve the financial statements to the end of December 31, 2015. **CARRIED**

The Strata Manager reviewed the accounts receivable with minimal outstanding amounts that are being addressed by CrossRoads Management.

(5) BUSINESS ARISING FROM THE MINUTES

- a) **Automatic Door Openers** – The automatic door openers have been installed in all the apartments. This has significantly increased speed of the door closing and that should address any security concerns. It is still important for owners using any entry door to any common areas (including the apartments and clubhouse) that the doors close and lock behind you prior to proceeding.
- b) **Swimming Pool Deck** – There have been several contractors out to assess the condition of the swimming pool deck and to provide quotations should replacement be recommended. These recommendations will be reviewed at the next council meeting.
- c) **Parkade Cracks** - The cracks in the parkades have been repaired.
- d) **Lighting Audit** - Two companies conducted an audit of our current electrical fixtures throughout the clubhouse and the apartments. They have made recommendations for the replacement of these older fixtures with energy efficient LED products. There are BC Hydro rebates available that will offset a large portion of the capital costs of converting and the payback period, based on a reduction in electricity consumption, averages around 2 years. The council believes this warrants consideration and it will be forwarded to the Resolution Committee for review.
- e) **2016 Capital Projects/Bring Forward** – The Strata Manager and Zenon Jalbert reviewed a number of the bring forward items that involve capital expenditures should they proceed in 2016. All of these will be forwarded to the Resolution Committee for review and costing prior to being sent back to Council.
- f) **Committees** – The Resolution Committee will consist of Council Members Gary Beirnes, Bernice Hutton and Charlie Sweet but we still require two non-council member owners to be on the committee. The Resolution Committee looks at various spending proposals as well as bylaw/rule changes suggested by owners or the Council. The Nomination Committee will consist of Council Members Bob Hurley, Gordon Yamashita, and Zenon Jalbert.

(6) CORRESPONDENCE

- An owner wrote requesting approval to install an in-home elevator from their garage to the family room. It was **MOVED/SECONDED** to approve the request subject to an engineer's report confirming this will in no way impact the structural integrity of the unit. **CARRIED**
- An owner noted that an owner has replaced their front door hardware with a replacement that has a silver or nickel finish. Door locks and hardware are the owners' responsibility under our bylaws and there is no restriction on the finish that can be used. There are numerous owners who have changed from the polished brass to other finishes.

- Council received a nice thank you note from Marlene Poole expressing her appreciation to the owners, council and strata management for the recent retirement party and all the food, refreshments, cake and gifts.
- An owner wrote to inform council that their car was broken into. Please remember to lock your vehicles and do not leave valuables inside. Thieves are opportunists....don't give them any opportunity.
- There have been reports that owners are feeding birds. Please do not feed birds or rodents as pest control is expensive. The only bird feeders permitted are hummingbird feeders and these should only consist of sugar water and be quite high off the ground.
- An owner noted in one of the sets of council minutes that there was discussion of purchasing a new stationary bicycle. They commented that the stationary Schwinn is one of the most used pieces of exercise equipment and recommended that any new purchase should be of a similar type. The owner has volunteered to do the research to obtain a bicycle similar to the one that is currently in the exercise room.
- An owner wrote to obtain approval to enclose their south facing balcony. The bylaws authorize an owner to enclose their back balcony up to 60% of the area. Balconies can never be fully enclosed as the City of Surrey would consider that an increase in habitable area.

(7) COMMITTEE REPORTS

- **APARTMENTS** – New recycle bins have been delivered and put in the underground of the apartments. The old bins sitting outside the Kensington will be removed by the City of Surrey by Thursday, January 21, 2016. The spending resolutions for the apartments approved in 2015 have been completed under budget and these include the battery back-up and installation of access enhancements. The Council did expense the replacement of one hot water tank under the CRF as an emergency expenditure.
- **TOWNHOUSES** – Jeff Morin from Morinventive is working on spindle assembly off-site during the winter season with no plans to commence any outside work until later in the spring. Garage door replacement is completed for this fiscal year and, other than in an emergency, will not start up again until new funding is approved at the AGM. Other townhouse spending resolutions have been completed and, although slightly over budget on the coach lanterns, we saw savings on the painting so overall they are under budget.
- **CLUBHOUSE** – The clubhouse CRF spending expenditure came in under budget. Recent work on the lack of hot water to the kitchen and pub seems to have improved the situation.
- **GOLF TOURNAMENT** – The Golf Tournament has been booked for Sunday, August 21, 2016. This will take place at the Nico Wynd Golf Course with the dinner and prizes set for our clubhouse after the game. If you are interested in volunteering to help organize and run this great event please contact the Strata Manager.
- **SECURITY AND SAFETY** – Other than the vehicle break-in reported above, there have been no security concerns reported to Council. Charlie Sweet is looking at some minor expenditures for 2016 to upgrade some of the cameras.

- **SOCIAL** - The Social Committee January Calendar is attached at the end of minutes.

Social Committee Meeting January 9th, 2016 - Executive Summary

1. **Christmas events:**

a) Christmas concert:

Our thanks to Dave Pritchard, Al Rozek, Yvonne Brennan and all the talented help they recruited. The general consensus was that this was the best Christmas concert yet. The social committee's sole contribution to this event is making sure that the wonderful food that guests bring to share is kept at the proper temperature and served up at the right time. This went well.

b) Ugly Christmas sweater contest:

This is such an easy event from our point of view but once again guest participation was high and the competition was intense. Judges had a grand assortment of really ugly sweaters to choose from. The event raised \$106 for the Children's Make a Wish Foundation.

c) Christmas caroling:

Once again, the weather cooperated. Our new banner did the trick in assuring that our "hay wagon" did not leave Santa behind. He did a great job with both the little kids and the big ones. Because the carolers spread out and not all were close to the musicians, a few people said they had trouble hearing the announcements about what would be sung next and then finding it in their song book. They wondered if in the future we could play from the song book pages in a sequential manner: a song from page one, a song from page two and so on. That way even if the singers did not hear the announcement they would be able to find their place quickly once the music started. We will have to ask Dave and Al about that.

A big thanks to our hay providers and to the Windsor residents who provided the refreshments for our carolers.

2. **New Year's Eve:**

We had a completely different menu this year and guest feedback was very positive. The caterer has said that he is always prepared to customize the buffet if we have special requests or ideas. It has been suggested that next year we draw up a seating plan with each place at the table being numbered. We could then allow guests to reserve their seats. We think this is doable and it would mean guests would not have to stand in line for an hour before the doors open just to assure that they get to sit by their friends.

There was a good turnout for the New Year's Eve dance and the musicians, Sincerely Yours, kept guests on their feet. Maybe next year we will ask our musicians to play more pieces from the big band era.

3. **Polar bear swim:**

We had about 20 "swimmers" and 45 observers who bought breakfasts. Preparation and service of the simple meal went well but we ran out of coffee. Next year we will make two pots.

4. **Shrove Tuesday, February 9th:**

The menu will be sausages, pancakes, fruit topping, whipped cream, butter and syrup. There will be home baked cookies for dessert. The cash bar will be open at 4:30 and dinner will be served at 5:30. Tickets are \$7.00 and will be on sale Wednesday, January 20th and 27th from 9:30-10:30 and Friday, January 22nd and 29th from 4:30-5:30.

5. **March 5th dance:**

We are still trying to get a firm commitment from the DJ that has been recommended for this event. As previously noted the dinner will be rotisserie chicken with salads.

- **LANDSCAPING** – The landscapers are continuing to do pruning and clean up in the complex. Quotes are coming from the landscaping firm for some spring improvements, plant replacements and spreading of garden soil.
- **RV PARKING LOT** – The Council has heard feedback that the new LED light fixtures in the RV lot are very effective as well as being extremely energy efficient.
- **BYLAWS/RULES** – No reports
- **ADMINISTRATION** – The Administration Committee provided council with information about and a recommendation to hire a replacement night and week end caretaker. The candidate has extensive experience in the capacity of caretaker in a number of large complexes. It was **MOVED/SECONDED** to engage the services of Valerie Morris for this position commencing on February 1, 2016. **CARRIED**

8) NEW BUSINESS

- ⚡ **Christmas Lights** – Christmas lights and decoration should have been removed by January 15, 2016.
- ⚡ **Recycling and Waste** – Council continues to receive reports from staff and complaints from apartment residents that there are many incidents of people improperly using the garbage compactors and the recycling and organic bins. We are also finding that residents are also dumping unwanted household items beside the compactor or the recycling bins. This costs the Strata Corporation time and money to dispose of these abandoned items. There are numerous, close-by drop-off locations for unwanted household goods as well as an Encorp Return-It called Newton Bottle Centre at: #110 - 13245 72nd Avenue. This recycling depot accepts electronics and computers among a broad range of items that are not permitted in the garbage. At Chelsea Gardens we have garbage, recycling and organics pick-up that differs slightly between the apartments and the townhouses but the permitted items are the same for both.

Green bins – The green bins in the apartments and at the townhouses are picked up on a weekly basis so as to minimize odors. They are picked up by AJM Disposal, a private contractor that has been used by Chelsea Gardens for many years. These green bins are designed to accommodate organic or “green waste” that, after processing is turned into bio-fuels to fuel commercial vehicles or into fertilizer to be used for agricultural purposes. It is an effective way of recycling our food wastes rather than send them to landfills. Food of all types is permitted including vegetable peels, eggs, meats, chicken, fish, salads and more...any and all food waste. More often than not you are not to put food containers (Styrofoam, plastic, foil, or similar) as these cannot be converted to bio-fuel or fertilizer and can significantly harm the processing equipment. Foods contained in paper or cardboard can be included (i.e. pizza boxes). You can also include used Kleenex type tissues used during cold and flu season. Unlike the City of Surrey organics program we are permitted to use a compostable plastic bag and the supply of these bags is located in the clubhouse mailroom and the lower lobby of each apartment. Please don't waste these bags as they do cost money. No other type of plastic bag is permitted including grocery bags. As with every item we dispose of (whether garbage, green or recycling) you are asked to crush them down in order to maximize the space in the container. A complete guide as to permitted items is attached at the back of the minutes.

Blue Bins – Although we have been using recycling bins for many years, people continue to make mistakes as to what goes in and how to put stuff in. Our recycling in the apartments is picked up by the City of Surrey's contractor who is called Progressive Waste. The recycling is picked up every second week. The townhouses have their recycling picked up by AJM who are

also on an every second week schedule. Both companies use the same time of recycling system which is referred to as “single stream.” In place for approximately a decade, it was introduced with the belief that if recycling could be made easier and simpler for the consumer there would be a significant increase in the amount of items recycled and an equivalent decrease in the amount of waste deposited in landfills. The idea is that if consumers are permitted to place all recycling (paper, cardboard, tins, glass, plastic, etc.) into a single bin they are more likely to do so. The theory has proven out and municipal recycling programs (both public and private) have grown year after year. We are permitted the following items in our recycling bins provided that any food or liquids have been rinsed out: any kind of cans or bottles, milk and juice containers, plastic,, newspapers, and cardboard. Anything deposited in the recycling bins that can be crushed or collapsed should be. We waste far too much space when people do not knock-down cardboard boxes or stomp on milk containers. A complete guide as to permitted items is attached at the back of the minutes. Grocery bags should be returned to the grocery stores.

Garbage – After putting much of our waste into the recycling or green bins we should have very little left to go in garbage bins and this means less and less will end up in the landfill. There are, however, still some items that can go in the garbage and this includes items of mixed metal and plastic, diapers, carefully wrapped pet waste/cat litter. A complete guide as to permitted items is attached at the back of the minutes. Garbage at the townhouses is picked up by AJM who are on an every second week schedule that rotates with the blue recycling bins. Garbage in the apartments goes into a compactor that is emptied three times per month by a private company. We would like to see that frequency reduced as residents divert more waste to recycling or green bins.

- ✦ **Junk Pick Up** – The Strata Council requested that the Strata Manager investigate the cost of placing a large garbage dumpster that could be used as a disposal outlet for our owners in the fall. The Trash or Treasure Day will still be held in June.
- ✦ **Adopt-a-Street Volunteers** – The City of Surrey approached one of the Adopt-a-Street Volunteers from Chelsea Gardens to see if there was interest in assuming responsibility for the newly re-developed park areas across 70th Avenue. That volunteer indicated an inability to assume any more responsibility than they now have and, accordingly, a notice seeking additional volunteers to assist in Adopt-A-Street was posted. The Strata Manager subsequently discussed this with Kay Buckley who has been coordinating the Adopt-a-Street Program and they would welcome additional volunteers. The Chelsea Gardens name is on the signs along the roadway so; if any owner is interested in participating in the Adopt-a-Street Program, please contact Kay Buckley at: 604-596-8159.
- ✦ **AED Training** – The Council would like to undertake training some additional volunteers in the use of the Automated External Defibrillator that is in the clubhouse. This is a relatively short course that could save a life. If you are interested please contact the Strata Manager.
- ✦ **Dogs in Windsor** – The Strata Manager recently dealt with a situation involving an aggressive dog(s) that was in residence with a visitor. Both dogs have since been removed from the building.
- ✦ **Glass over Clubhouse Lobby** – The Strata Manager did review a quotation from one glass company about the glass enclosure over the clubhouse lobby. There will, however, be an additional quote coming from another firm.

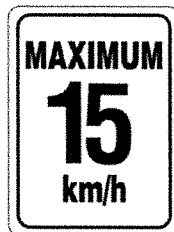
- ✚ **Staff to Wear Vests** – Chelsea Gardens staff will be requested to wear reflective safety vests when they are working before daylight in the morning or after dusk later in the evening.
- ✚ **Elevator Entrapment** – We did recently have an entrapment in one of the elevators and the recently installed telephones worked as intended. The individual in the elevator managed to call the elevator company who did attend (although the elevator did descend and release the passenger prior to their arrival). Although elevator entrapment is extremely rare in our three elevators, it is obviously upsetting to the individual involved (especially if you are alone). The Strata Manager has asked Richmond Elevator to immediately contact the Chelsea Caretaker and the Strata Manager whenever there is an entrapment. This will permit our staff to attend and communicate with the individual in the elevator. Richmond Elevator will add a note to the file accordingly but this only works Monday to Friday from 8:00 AM to 4:00 PM. After hours and weekends the on-call service will not have access to this information.
- ✚ **Aggressive Dog** – Prior to the production of these minutes the Strata Council was advised of an incident where one of our residents had their dog attacked (and possibly injured) by another resident's dog. This occurred while the dogs were being walked within Chelsea Gardens. What is most disturbing is that the owner of the aggressive dog neither apologized or rendered any assistance. The owner of the aggressive dog left the scene in a hurry. Owners who may have knowledge of this incident are asked to contact any member of the Strata Council or the Strata Manager as there has been no identification of the owner of the aggressive dog. Chelsea Gardens is a pet friendly Strata but only for friendly pets. Aggressive dogs are not welcome under our bylaws and may be ordered to be removed by the Strata Council.

(9) **ADJOURNMENT**

- The meeting was adjourned at 3:00 PM.
- The next council Meeting will be Monday, February 15, 2016 at 1:00 PM in the clubhouse library.

Ross Ruddick, 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.



Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
December 2015

Page 1
1/14/2016
11:33 AM

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2015

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#1011 - 7445 132nd. Street
Surrey, BC V3W 1J8

ASSETS

1025-0000 Bank - Westminster - Contingency	301,901.40
1038-1038 Scotia GIC - 2.00% - Nov.5/16	150,000.00
1038-1046 Scotia GIC - 2.00% - Jan.25/17	150,000.00
1038-1058 Scotia GIC - 2.00% - May.27/17	100,000.00
1038-1075 WSCU GIC - 1.66% - Jul.23/16	200,000.00
1038-1084 WSCU GIC - 1.50% - Nov.19/16	600,000.00
1200-0000 Prepaid Insurance	33,291.30

TOTAL ASSETS 1,535,192.70

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	1,262,780.78
3510-0000 Net Income - Current Year	272,411.92

TOTAL OWNERS' EQUITY 1,535,192.70

TOTAL LIABILITIES AND EQUITY 1,535,192.70

Date: JAN. 14/16
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
December 2015

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2015

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#1011 - 7445 132nd. Street
Surrey, BC V3W 1J8

	<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>
INCOME									
4010-5000 Strata Fees - Apartment	10,496.67	10,496.67	0.00	0.00	104,966.70	104,966.70	0.00	0.00	125,960.00
4010-6000 Strata Fees - Townhome	22,836.67	22,836.67	0.00	0.00	228,366.70	228,366.70	0.00	0.00	274,040.00
TOTAL	33,333.34	33,333.34	0.00	0.00	333,333.40	333,333.40	0.00	0.00	400,000.00
4031-0000 Interest Income	310.09	0.00	310.09	0	23,682.29	0.00	23,682.29	0	0.00
4031-6000 Interest Income- Insur. L	333.33	0.00	333.33	0	3,333.30	0.00	3,333.30	0	0.00
TOTAL	643.42	0.00	643.42	0	27,015.59	0.00	27,015.59	0	0.00
TOTAL INCOME	33,976.76	33,333.34	643.42	1.93	360,348.99	333,333.40	27,015.59	8.10	400,000.00
6278-2015 Hot Water Tank Replace	0.00	0.00	0.00	0	9,444.75	0.00	-9,444.75	0	0.00
6279-2015 2015 Access Enhancem	0.00	833.33	833.33	100.0	0.00	8,333.30	8,333.30	100.0	10,000.00
6280-2015 2015 Battery Back-Up	0.00	333.33	333.33	100.0	0.00	3,333.30	3,333.30	100.0	4,000.00
TOTAL EXPS. BEFORE UTILITIES	0.00	1,166.66	1,166.66	100.0	9,444.75	11,666.60	2,221.85	19.04	14,000.00
TOWNHOUSE EXPENSES									
6342-2015 2015 Townhouse Envelo	4,087.13	5,000.00	912.87	18.26	46,264.44	50,000.00	3,735.56	7.47	60,000.00
6343-2015 2015 Coach Lanterns	0.00	625.00	625.00	100.0	8,163.04	6,250.00	-1,913.04	-30.61	7,500.00
6344-2015 2015 Doors and Window	0.00	833.33	833.33	100.0	10,710.00	8,333.30	-2,376.70	-28.52	10,000.00
6345-2015 2015 Townhouse Paintin	0.00	833.33	833.33	100.0	8,452.50	8,333.30	-119.20	-1.43	10,000.00
TOTAL OPERATING EXPS. - T.H.	4,087.13	7,291.66	3,204.53	43.95	73,589.98	72,916.60	-673.38	-0.92	87,500.00
COMMON EXPENSES									
RECREATION CENTRE - COMMON									
6708-2015 2015 Clubhouse Re-Car	0.00	416.67	416.67	100.0	4,902.34	4,166.70	-735.64	-17.66	5,000.00
TOTAL OPER. EXPS-REC. CENTRE	0.00	416.67	416.67	100.0	4,902.34	4,166.70	-735.64	-17.66	5,000.00
TOTAL EXPENSES	4,087.13	8,874.99	4,787.86	53.95	87,937.07	88,749.90	812.83	0.92	106,500.00
NET INCOME (LOSS)	29,889.63	24,458.35	5,431.28	22.21	272,411.92	244,583.50	27,828.42	11.38	293,500.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
December 2015

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2015

Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

Prepared By:
Crossroads Management Ltd.
#1011 - 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	89,751.83
1027-0000 Bank - Water Surcharge	352.36
1028-1300 Bank - Golf Tournament Funds	1,244.96
1029-0000 Bank - Apt Utilities	9,814.45
1030-0000 Bank - Exercise Room	1,109.54
1040-0000 Bank - Social Committee	3,619.67
1111-0310 Due to Operating from Water	3,000.00
1200-0000 Prepaid Insurance	33,958.00
1220-0000 Caretaker Suite	74,305.56
1300-0000 Accounts Receivable	2,468.51
1301-0039 A/R - Insurance Claim	345.89
TOTAL ASSETS	<u><u>220,475.77</u></u>
LIABILITIES	
2010-0000 Accounts Payable	5,848.31
2017-0000 Social Committee Fund	3,619.67
2018-0000 Exercise Room	1,109.54
2019-0000 Golf Tournament Fund	1,244.96
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	33,291.30
2040-0011 Due to CRF -Insurance interest	666.70
2170-0000 Vacation Payable	476.00
2250-0000 Pre-Paid Fees	1,866.97
TOTAL LIABILITIES	<u>48,423.45</u>
OWNERS' EQUITY	
3499-0000 Owners' Equity/Caretaker Suite	74,305.56
3500-0000 Net Income - Prior Years	19,447.66
3510-0000 Net Income - Current Year	68,132.29
3510-2000 Net Income - Utilities	9,814.45
3510-3000 Net Income - Water & Sewer	352.36
TOTAL OWNERS' EQUITY	<u>172,052.32</u>
TOTAL LIABILITIES AND EQUITY	<u><u>220,475.77</u></u>

Date: JAN 14/16
Accountant: [Signature]
Property Manager: [Signature]

**Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
December 2015**

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2015

Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

Prepared By:
Crossroads Management Ltd.
#1011 - 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	40,912.50	40,912.50	0.00	0.00	409,125.00	409,125.00	0.00	0.00	490,950.00
4012-0000 CRF Strata Fees - Apart	-10,496.67	-10,496.67	0.00	0.00	-104,966.70	-104,966.70	0.00	0.00	-125,960.00
4015-0000 Parking & Scooter Parki	235.00	125.00	110.00	88.00	2,005.00	1,250.00	755.00	60.40	1,500.00
4022-0000 Move in/out	0.00	83.33	-83.33	-100.0	1,400.00	833.30	566.70	68.01	1,000.00
4025-0000 Prior Year Surplus (Defic	824.08	824.08	0.00	0.00	8,240.80	8,240.80	0.00	0.00	9,889.00
TOTAL	31,474.91	31,448.24	26.67	0.08	315,804.10	314,482.40	1,321.70	0.42	377,379.00
4030-0000 Strata Fees	71,539.67	71,539.67	0.00	0.00	715,396.70	715,396.70	0.00	0.00	858,476.00
4032-0000 CRF Strata Fees - Town	-22,836.67	-22,836.67	0.00	0.00	-228,366.70	-228,366.70	0.00	0.00	-274,040.00
4037-0000 Prior Year Surplus	4,000.75	4,000.75	0.00	0.00	40,007.50	40,007.50	0.00	0.00	48,009.00
TOTAL	52,703.75	52,703.75	0.00	0.00	527,037.50	527,037.50	0.00	0.00	632,445.00
OTHER									
4040-0000 Rental - Fireside Lounge	50.00	58.33	-8.33	-14.28	700.00	583.30	116.70	20.01	700.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	4,800.00	6,000.00	-1,200.00	-20.00	7,200.00
4050-0000 Rental - Guest Suites	200.00	541.67	-341.67	-63.08	7,490.00	5,416.70	2,073.30	38.28	6,500.00
4055-0000 R.V. Parking	570.00	750.00	-180.00	-24.00	5,775.00	7,500.00	-1,725.00	-23.00	9,000.00
4060-0000 Miscellaneous	0.00	25.00	-25.00	-100.0	78.35	250.00	-171.65	-68.66	300.00
4062-0000 Dish and Cutlery Rental	0.00	0.00	0.00	0	100.00	0.00	100.00	0	0.00
4065-0000 Interest Income	121.10	75.00	46.10	61.47	1,172.87	750.00	422.87	56.38	900.00
4066-0000 Remote Control Sale	-47.40	0.00	-47.40	0	-447.91	0.00	-447.91	0	0.00
4084-0000 Keys	0.00	0.00	0.00	0	24.00	0.00	24.00	0	0.00
TOTAL OTHER	1,493.70	2,050.00	-556.30	-27.14	19,692.31	20,500.00	-807.69	-3.94	24,600.00
TOTAL INCOME	85,672.36	86,201.99	-529.63	-0.61	862,533.91	862,019.90	514.01	0.06	1,034,424.00
6030-0000 Apt Janitor/Contract Ser	1,250.00	1,513.00	263.00	17.38	13,956.24	15,130.00	1,173.76	7.76	18,156.00
6208-0000 Building Maint. - Apartm	5,825.88	3,647.92	-2,177.96	-59.70	26,715.11	36,479.20	9,764.09	26.77	43,775.00
6215-0000 Equipment Maint.-Apart	5,143.93	3,605.00	-1,538.93	-42.69	32,890.76	36,050.00	3,159.24	8.76	43,260.00
6268-0050 Elevator Maint. - Apartm	1,030.76	751.92	-278.84	-37.08	11,083.87	7,519.20	3,564.67	-47.41	9,023.00
6275-0000 Gate & Door Maint. - Ap	0.00	257.50	257.50	100.0	3,186.25	2,575.00	-611.25	-23.74	3,090.00
6279-0000 Garbage Pick-up - Apts.	1,440.51	1,505.83	65.32	4.34	13,219.82	15,058.30	1,838.48	12.21	18,070.00
TOTAL EXPS. BEFORE UTILITIES	14,691.08	11,281.17	-3,409.91	-30.23	101,052.05	112,811.70	11,759.65	10.42	135,374.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	6,420.50	4,720.83	-1,699.67	-36.00	38,360.77	47,208.30	8,847.53	18.74	56,650.00
6320-0000 Garbage Pick-up - Town	2,804.22	3,308.92	504.70	15.25	30,247.20	33,089.20	2,842.00	8.59	39,707.00
6350-0000 Garbage Recycling - To	913.42	798.25	-115.17	-14.43	8,210.25	7,982.50	-227.75	-2.85	9,579.00
TOTAL OPERATING EXPS. - T.H.	10,138.14	8,828.00	-1,310.14	-14.84	76,818.22	88,280.00	11,461.78	12.98	105,936.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	10,500.00	11,046.75	546.75	4.95	105,000.00	110,467.50	5,467.50	4.95	132,561.00
6425-0000 Drainage Repair & Maint	1,674.75	751.50	-923.25	-122.8	9,003.75	7,515.00	-1,488.75	-19.81	9,018.00
6435-0000 Plant Replacement & Im	0.00	2,404.67	2,404.67	100.0	24,990.00	24,046.70	-943.30	-3.92	28,856.00
6440-0000 Irrigation System	0.00	229.83	229.83	100.0	1,620.79	2,298.30	677.51	29.48	2,758.00
6455-0000 Snow Removal	0.00	901.25	901.25	100.0	530.71	9,012.50	8,481.79	94.11	10,815.00
TOTAL LANDS. & GROUNDS	12,174.75	15,334.00	3,159.25	20.60	141,145.25	153,340.00	12,194.75	7.95	184,008.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	185.30	2,489.17	2,303.87	92.56	8,807.30	24,891.70	16,084.40	64.62	29,870.00
6515-0000 Equipment Rep. & Maint	0.00	1,333.33	1,333.33	100.0	18,222.69	13,333.30	-4,889.39	-36.67	16,000.00
6520-0000 Supplies Equipment - Co	0.00	257.50	257.50	100.0	762.50	2,575.00	1,812.50	70.39	3,090.00
6525-0000 Supplies Maintenance-C	147.72	103.00	-44.72	-43.42	1,623.94	1,030.00	-593.94	-57.66	1,236.00
6530-0000 Supplies Cleaning - Com	0.00	103.00	103.00	100.0	859.91	1,030.00	170.09	16.51	1,236.00
6535-0000 Enterphone and Security	0.00	42.92	42.92	100.0	831.62	429.20	-402.42	-93.76	515.00
6560-0000 Gate Repair & Maint. - C	370.29	343.33	-26.96	-7.85	3,686.48	3,433.30	-253.18	-7.37	4,120.00
6565-0000 Pest Control - Common	218.40	515.00	296.60	57.59	3,886.15	5,150.00	1,263.85	24.54	6,180.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
December 2015

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2015

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
TOTAL REPAIR & MAINT.	921.71	5,187.25	4,265.54	82.23	38,680.59	51,872.50	13,191.91	25.43	62,247.00
UTILITIES									
6576-0000 Electricity - Common	111.00	116.83	5.83	4.99	1,081.00	1,168.30	87.30	7.47	1,402.00
6577-0000 Electricity Ponds - Com	457.00	559.58	102.58	18.33	5,060.00	5,595.80	535.80	9.58	6,715.00
6580-0000 Electricity Stream - Com	326.00	405.00	79.00	19.51	3,636.00	4,050.00	414.00	10.22	4,860.00
6595-0000 Telephone Caretaker	61.60	166.67	105.07	63.04	554.40	1,666.70	1,112.30	66.74	2,000.00
TOTAL UTILITIES	955.60	1,248.08	292.48	23.43	10,331.40	12,480.80	2,149.40	17.22	14,977.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	0.00	85.83	85.83	100.0	5,682.39	858.30	-4,824.09	-562.0	1,030.00
6690-0000 Electricity - RV Lot	93.00	151.00	58.00	38.41	890.00	1,510.00	620.00	41.06	1,812.00
TOTAL OPERATING EXPS-RV LOT	93.00	236.83	143.83	60.73	6,572.39	2,368.30	-4,204.09	-177.5	2,842.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	110.00	267.83	157.83	58.93	11,685.43	2,678.30	-9,007.13	-336.3	3,214.00
6712-0000 Equip. Rep. & Maint.-Clu	1,321.76	1,630.83	309.07	18.95	10,608.41	16,308.30	5,699.89	34.95	19,570.00
6715-0000 Lock Up Costs - Rec. Ce	135.00	375.00	240.00	64.00	3,444.00	3,750.00	306.00	8.16	4,500.00
6720-0000 Guest Suites Telephone-	185.16	154.50	-30.66	-19.84	1,839.14	1,545.00	-294.14	-19.04	1,854.00
6725-0000 Exercise Equip R & M-R	0.00	300.42	300.42	100.0	2,035.02	3,004.20	969.18	32.26	3,605.00
6730-0000 Workshop R & M-Rec. C	50.00	66.67	16.67	25.00	1,473.16	666.70	-806.46	-120.9	800.00
6735-0000 Pool Repair & Maint.-Re	0.00	1,336.83	1,336.83	100.0	10,183.09	13,368.30	3,185.21	23.83	16,042.00
6740-0000 Pool Supplies & Chemic	0.00	257.50	257.50	100.0	3,441.67	2,575.00	-866.67	-33.66	3,090.00
6750-0000 Cleaning Supplies-Rec.	1,558.27	257.50	-1,300.77	-505.1	3,477.94	2,575.00	-902.94	-35.07	3,090.00
6755-0000 Window & Carpet Cleani	0.00	128.75	128.75	100.0	0.00	1,287.50	1,287.50	100.0	1,545.00
6760-0000 Electricity - Rec. Centre	1,726.00	1,998.92	272.92	13.65	17,878.00	19,989.20	2,111.20	10.56	23,987.00
6765-0000 Gas - Rec. Centre	933.48	904.58	-28.90	-3.19	6,276.03	9,045.80	2,769.77	30.62	10,855.00
TOTAL OPER. EXPS-REC. CENTRE	6,019.67	7,679.33	1,659.66	21.61	72,341.89	76,793.30	4,451.41	5.80	92,152.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	1,453.68	4,482.08	3,028.40	67.57	15,621.41	44,820.80	29,199.39	65.15	53,785.00
6835-0000 Caretaker Services	5,112.50	2,000.00	-3,112.50	-155.6	48,550.00	20,000.00	-28,550.00	-142.7	24,000.00
6865-0000 R. C. Janitor Wages and	1,553.00	1,666.67	113.67	6.82	12,501.42	16,666.70	4,165.28	24.99	20,000.00
6870-0000 Janitorial Contract	0.00	166.67	166.67	100.0	1,888.50	1,666.70	-221.80	-13.31	2,000.00
6890-0000 Workers Compensation	0.00	150.00	150.00	100.0	999.85	1,500.00	500.15	33.34	1,800.00
TOTAL SALARIES & PAYROLL COS	8,119.18	8,465.42	346.24	4.09	79,561.18	84,654.20	5,093.02	6.02	101,585.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	168.00	33.33	-134.67	-404.0	168.00	333.30	165.30	49.59	400.00
6915-0000 Supplies	83.51	128.75	45.24	35.14	759.63	1,287.50	527.87	41.00	1,545.00
6920-0000 Telephone & Cable - Offi	383.76	223.17	-160.59	-71.96	3,835.04	2,231.70	-1,603.34	-71.84	2,678.00
6950-0000 Miscellaneous Exp. - Offi	0.00	41.67	41.67	100.0	39.08	416.70	377.62	90.62	500.00
TOTAL OFFICE EXPENSES	635.27	426.92	-208.35	-48.80	4,801.75	4,269.20	-532.55	-12.47	5,123.00
ADMINISTRATION									
6965-0000 Audit - Admin.	0.00	429.17	429.17	100.0	0.00	4,291.70	4,291.70	100.0	5,150.00
6970-0000 AGM Expenses - Admin.	0.00	360.50	360.50	100.0	3,610.34	3,605.00	-5.34	-0.15	4,326.00
6975-0000 Council Expenses - Adm	1,774.54	128.75	-1,645.79	-1,278	1,774.54	1,287.50	-487.04	-37.83	1,545.00
6980-0000 Legal Expenses	0.00	833.33	833.33	100.0	93.21	8,333.30	8,240.09	98.88	10,000.00
6984-0000 Postage and Printing	973.04	944.17	-28.87	-3.06	11,224.54	9,441.70	-1,782.84	-18.88	11,330.00
6985-0000 Insurance Appraisal Fee	0.00	0.00	0.00	0	945.00	0.00	-945.00	0	0.00
6990-0000 Insurance Premiums	18,372.67	16,666.67	-1,706.00	-10.24	168,183.70	166,666.70	-1,517.00	-0.91	200,000.00
6992-0000 Insurance Carrying Char	333.33	333.33	0.00	0.00	3,333.30	3,333.30	0.00	0.00	4,000.00
6995-0000 Licenses & Permits - Ad	0.00	66.67	66.67	100.0	0.00	666.70	666.70	100.0	800.00
7000-0000 Management Fees	5,198.55	5,198.92	0.37	0.01	51,985.50	51,989.20	3.70	0.01	62,387.00
7005-0000 Membership Fees-Admi	0.00	29.17	29.17	100.0	0.00	291.70	291.70	100.0	350.00
7010-0000 Property Taxes - Admin.	0.00	100.00	100.00	100.0	313.00	1,000.00	687.00	68.70	1,200.00
7020-0000 Security - Admin.	1,913.67	2,324.33	410.66	17.67	19,513.91	23,243.30	3,729.39	16.05	27,892.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	100.00	125.00	25.00	20.00	150.00
7030-0000 Strata Web Site	0.00	66.67	66.67	100.0	680.14	666.70	-13.44	-2.02	800.00
7050-0000 Miscellaneous	27.04	20.83	-6.21	-29.81	1,163.32	208.30	-955.02	-458.4	250.00
7051-0000 Statutory Financial Revi	0.00	0.00	0.00	0	176.40	0.00	-176.40	0	0.00
TOTAL ADMINISTRATION EXPENSE	28,602.84	27,515.01	-1,087.83	-3.95	263,096.90	275,150.10	12,053.20	4.38	330,180.00
TOTAL COMMON EXPENSES	93.00	236.83	143.83	60.73	6,572.39	2,368.30	-4,204.09	-177.5	2,842.00
TOTAL EXPENSES	<u>82,351.24</u>	<u>86,202.01</u>	<u>3,850.77</u>	<u>4.47</u>	<u>794,401.62</u>	<u>862,020.10</u>	<u>67,618.48</u>	<u>7.84</u>	<u>1,034,424.00</u>
NET INCOME (LOSS)	3,321.12	-0.02	3,321.14	16.60	68,132.29	-0.20	68,132.49	34.06	0.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (Ims1416)
December 2015

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2015

	<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>
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	11,239.58	11,239.58	0.00	0.00	112,395.80	112,395.80	0.00	0.00	134,875.00
9262-0000 Utilities Interest Income	21.79	0.00	21.79	0	156.07	0.00	156.07	0	0.00
9264-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	-2,411.02	1,085.00	-3,496.02	-322.2	1,085.00
Total Apartment Utilities	11,261.37	11,239.58	21.79	0.19	110,140.85	113,480.80	-3,339.95	-2.94	135,960.00
UTILITY EXPENSES									
Electricity									
9360-0000 Electricity Kens & Mayfai	2,573.00	2,849.92	276.92	9.72	25,730.00	28,499.20	2,769.20	9.72	34,199.00
9365-0000 Electricity Windsor	1,650.00	1,836.08	186.08	10.13	16,500.00	18,360.80	1,860.80	10.13	22,033.00
Total Electricity - Apart.	4,223.00	4,686.00	463.00	9.88	42,230.00	46,860.00	4,630.00	9.88	56,232.00
Gas - Apartments									
9410-0000 Gas - Mayfair	2,135.23	1,613.42	-521.81	-32.34	13,922.91	16,134.20	2,211.29	13.71	19,361.00
9420-0000 Gas - Kensington	3,537.39	2,371.92	-1,165.47	-49.14	21,315.96	23,719.20	2,403.24	10.13	28,463.00
9430-0000 Gas - Windsor	3,956.70	2,658.67	-1,298.03	-48.82	22,857.53	26,586.70	3,729.17	14.03	31,904.00
Total Gas - Apartment	9,629.32	6,644.01	-2,985.31	-44.93	58,096.40	66,440.10	8,343.70	12.56	79,728.00
TOTAL UTILITIES - APARTMENT	13,852.32	11,330.01	-2,522.31	-22.26	100,326.40	113,300.10	12,973.70	11.45	135,960.00
NET INCOME (LOSS) UTILITIES	-2,590.95	-90.43	-2,500.52	-2,765	9,814.45	180.70	9,633.75	5,331.	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	4,563.17	4,563.17	0.00	0.00	45,631.70	45,631.70	0.00	0.00	54,758.00
9700-0000 Water - Townhouses	6,673.67	6,673.67	0.00	0.00	66,736.70	66,736.70	0.00	0.00	80,084.00
9725-0000 Water - Interest Income	2.07	0.00	2.07	0	199.62	0.00	199.62	0	0.00
9740-0000 Due to Operating acct	3,000.00	0.00	3,000.00	0	3,000.00	0.00	3,000.00	0	0.00
9745-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	24,375.52	24,376.00	-0.48	0.00	24,376.00
TOTAL WATER INCOME	14,238.91	11,236.84	3,002.07	26.72	139,943.54	136,744.40	3,199.14	2.34	159,218.00
WATER EXPENSE									
9850-0000 Water Usage	0.00	13,268.17	13,268.17	100.0	139,591.18	132,681.70	-6,909.48	-5.21	159,218.00
TOTAL WATER	0.00	13,268.17	13,268.17	100.0	139,591.18	132,681.70	-6,909.48	-5.21	159,218.00
NET INCOME (LOSS) WATER	14,238.91	-2,031.33	16,270.24	800.9	352.36	4,062.70	-3,710.34	-91.33	0.00

Recycle at CURBSIDE:

✓ Accepted in Cart	× NOT Accepted	Please Remember to:
<ul style="list-style-type: none"> ✓ Paper containers coated with plastic, e.g. milk cartons, soup cartons, frozen dessert boxes, ice cream tubs ✓ Drink cups and lids ✓ Plastic bottles, jugs and jars with caps/lids ✓ Plastic clamshells, e.g., for baked goods, fruit, eggs; trays and tops; tubs and lids ✓ Microwavable bowls and cups ✓ Metal cans and lids ✓ Aerosol cans and caps ✓ Spiral wound paper cans and lids ✓ Aluminum foil wrap, aluminum take-out and baking containers ✓ Plastic garden plant pots and seedling trays ✓ Plastic pails, e.g., for laundry detergent, ice cream, must be less than 25L 	<ul style="list-style-type: none"> × Straws, non-paper insulating wraps × Foil-lined cardboard lids from take-out containers; microwavable bowls with metal rims × Propane tanks or cylinders; steel or plastic paint cans; bottles for motor oil, vehicle lubricants or antifreeze products; pails for lubricants and oils; aerosol cans with any contents remaining × Coat hangers; pots, pans or baking trays; metal or plastic toys; appliances; hardware or other scrap metal; wiring, metal cords or extension cords × Chip or foil bags; foil wrap with paper, e.g., butter, cigarettes; stand-up pouches; liquid absorbing pads; kitchen plastic wrap or stretch wrap for meat, poultry, fish or cheese; blister packs, e.g., plastic/foil protective packaging for chewing gum and pills; × Packaging labelled as biodegradable or compostable; × Ceramic pots; lawn edging, tarps, plastic furniture, garden hoses; string or rope; pails larger than 25L 	<ul style="list-style-type: none"> ○ Empty and rinse containers ○ Put metal lids inside cans and squeeze slightly ○ Recycle all caps and lids, e.g. for beverage cups, bottles, jars, tubs and aerosol cans; place caps loose in cart ○ Take deposit beverage containers to Return-It Depot for refund
<ul style="list-style-type: none"> ✓ Newspapers, inserts, flyers, catalogues, magazines, telephone books ✓ Household paper, paper gift wrap, greeting cards ✓ Corrugated cardboard, boxboard boxes ✓ Moulded cardboard, e.g., egg cartons, beverage carry-out trays ✓ Paper bags that have single and multiple paper layers, e.g., pet food bags ✓ Shredded paper 	<ul style="list-style-type: none"> × Hardcover or paperback books; × Non-paper gift wrap, e.g. foil, ribbons or bows; musical greeting cards with batteries; × Padded envelopes; × Boxes with wax coatings, e.g., shipping boxes for groceries; × Foil-lined bags, e.g., for cookies and some pet food; × Paper towel, napkins or tissues, rubber bands 	<ul style="list-style-type: none"> ○ Remove leftover food, plastic liners and wrap from flats. Place materials loose in cart. ○ Flatten boxes and place directly into cart, not inside a cardboard box, plastic or paper bags. ○ Cut boxes down to fit inside cart. Flattened boxes tied in bundles can be placed beside cart. Tape and staples are accepted. ○ Place shredded paper in a firmly-tied clear, colourless plastic bag ○ Do not include bags with a foil layer

Return to Recycling DEPOT:

<p>✓ Accepted at Depot</p>	<p>× NOT Accepted</p>	<p>Please Remember to:</p>
<p>PLASTIC BAGS</p> <ul style="list-style-type: none"> ✓ Plastic bags and overwrap, e.g., clear or opaque plastic bags used for groceries, dry cleaning, bread, newspapers and flyers; ✓ Clear bags for produce and dry bulk foods; frozen vegetable bags; salad bags; ✓ Outer bags for diaper and feminine hygiene products; outer wrap for paper towels, tissues and other bulk paper products and soft drink can flats; water softener, salt, wood pellet and garden product bags; ✓ Overwrap on mattresses, furniture and electronic equipment 	<ul style="list-style-type: none"> × Crinkly cellophane wrap, e.g. for tea, floral arrangements; × Kitchen plastic wrap or stretch wrap for meat, poultry, fish or cheese; × Zip-lock bags; × Potato chip or snack bags; × Plastic shipping envelopes; × Plastic bags labelled biodegradable or compostable; × Multi-layer or laminated plastic packaging, e.g. for deli meats, cheese slices etc.; × Plastic bubble packaging; lumber or construction wrap 	<ul style="list-style-type: none"> ○ Empty bags of paper receipts and food residue ○ Cut off or remove metal grommets, rope drawstrings and non-plastics items from plastic bags ○ Stuff all plastic bags into one bag and tie handles firmly
<p>PLASTIC FOAM (e.g. STYROFOAM)</p> <ul style="list-style-type: none"> ✓ Plastic foam containers and food trays ✓ Cushion packaging used to protect electronics, small appliances, etc. 	<ul style="list-style-type: none"> × Packing chips or peanuts or foam noodles × Blue or pink foam board insulation 	<ul style="list-style-type: none"> ○ Remove labels, tape, paper and cardboard from foam cushion packaging ○ Separate colour and white plastic foam
<p>GLASS BOTTLES & JARS</p> <ul style="list-style-type: none"> ✓ Clear and coloured non-deposit glass bottles and jars 	<ul style="list-style-type: none"> × Drinking glasses; dishes; cookware; × Whole or broken window glass or mirrors; × Ceramic products 	<ul style="list-style-type: none"> ○ Empty and rinse containers ○ Recycle lids; remove from containers and deliver to depots loose ○ Take deposit beverage containers to Return-It Depot for refund

For information about how to dispose materials or to find a recycling depot near you call BC Recycling Hotline at 604-732-9253 or search:

- [Metro Vancouver Recycles](#)
- [RCBC Recyclepedia](#)

For general information about the MMBC's Packaging and Printed Paper recycling program visit [Multi Material BC](#).

ORGANICS CART

WHAT GOES IN



FRUITS & VEGETABLES



EGGS & DAIRY PRODUCTS



PASTA & GRAINS



MEAT, POULTRY & BONES



BAKED GOODS



SALAD & DRESSING



FISH



SEAFOOD



COOKING OIL

PLEASE ENSURE FOOD OR YARD WASTE IS ALREADY IN CART TO HELP SOAK UP ANY COOKING OIL



TEA BAGS



COFFEE GROUNDS & PAPER FILTERS



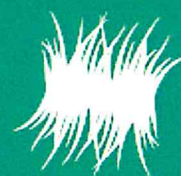
PAPER TOWELS



SOILED PIZZA BOXES



NAPKINS



GRASS CLIPPINGS



FLOWERS



LEAVES



SMALL TRIMMINGS



PLANTS
(NO SOIL OR ROCKS)

What Goes In Garbage:

Not much! Waste that cannot be placed in the organics or recyclables cart, for example diapers, cloth and textile materials, small amounts of double bagged pet waste or any product that cannot be reused or recycled.



What Stays out of Garbage:



Chelsea Gardens

FEBRUARY EVENTS CALENDAR

Sun	Mon	Tues	Wed	Thu	Fri	Sat
	1 Billiards 2pm Cribbage 2 pm Ladies Snooker 7 pm Canasta 7 pm	2 Duplicate Bridge 6:30pm Bible study 7:30pm	3 Coffee 9:45am Whist 7pm Poker 7pm	4 Euchre 7pm Bridge 6:30 pm	5 Horses 4 pm Pub Night 5pm	6
7	8 Billiards 2pm Cribbage 2 pm Ladies Snooker 7 pm Canasta 7 pm	9 SHROVE TUESDAY DINNER Bible study 7:30pm	10 Coffee 9:45am Whist 7pm Poker 7pm	11 Euchre 7pm Bridge 6:30 pm	12 Horses 4 pm Pub Night 5pm	13
14	15 Billiards 2pm Cribbage 2 pm Ladies Snooker 7 pm Canasta 7 pm	16 Duplicate Bridge 6:30pm Bible study 7:30pm	17 Coffee 9:45am Whist 7pm Poker 7pm	18 Euchre 7pm Bridge 6:30 pm	19 Horses 4 pm Pub Night 5 pm Sing-along	20
21	22 Billiards 2pm Cribbage 2 pm Ladies Snooker 7 pm Canasta 7 pm	23 Duplicate Bridge 6:30pm Bible study 7:30pm	24 Coffee 9:45am Whist 7pm Poker 7pm	25 Euchre 7pm Bridge 6:30 pm	26 Horses 4 pm Pub Night 5pm	27
28	29 Billiards 2pm Cribbage 2 pm Ladies Snooker 7 pm Canasta 7 pm	EXERCISES IN THE FIRESIDE LOUNGE 9:00 AM MONDAY AND THURSDAY, WEIGHTS AND BANDS TUESDAY AND FRIDAY, OSTEO				

FEBRUARY



Tuesday February 9th Shrove Tuesday Dinner (watch for posters)
 Tuesday, February 16th, Bridge players wine and cheese
 Friday, February 19th, Pub night, cash bar and sing-along