

CROSSROADS MANAGEMENT  
STRATA MANAGER  
JESSE TRAIN

# NOTICE OF THE ANNUAL GENERAL MEETING

MONDAY, APRIL 17th, 2023



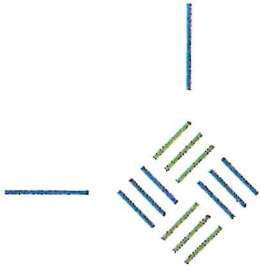
**MONDAY**

**APRIL**

**17th**

**2023**

**IN PERSON AT RENEW CHURCH**



# CrossRoads Management Ltd.

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March 27, 2023

## NOTICE OF THE ANNUAL GENERAL MEETING

**TO: OWNERS – CHELSEA GARDENS - LMS 1416**  
**DATE: MONDAY, APRIL 17, 2023**  
**TIME: 6:00 P.M. REGISTRATION - 6:30 P.M. CALL TO ORDER**  
**PLACE: IN PERSON AT RENEW CHURCH,**  
**7328 – 144<sup>TH</sup> STREET, SURREY**

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Dear Owners;

At the request of the Strata Council, we are pleased to inform you of the Annual General Meeting of the Owners of LMS 1416 – Chelsea Gardens.

This will be a full AGM agenda and will include all the required business items including the approval of the proposed operating budget, rule ratifications, bylaw amendments, spending resolutions and the election of the Strata Council.

As you will note on the agenda, there are several important items to be considered at the meeting, including the consideration of a number of Special Resolutions dealing with bylaw changes and CRF expenditures, and the election of up to five Council positions, four 2-year term positions and 1, one year term. Candidate resumes are attached to this AGM notice but nominations are also permitted from the floor at the AGM. Two current Council members will remain on Council for the second year of their 2-year term. This meeting will include the proposed capital projects, and various administrative items.

To be able to proceed with the meeting a quorum of one third of all Owners entitled to vote must be present in person or by proxy. We look forward to seeing you (in person or by proxy on Monday, April 17, 2023 at 6:00 PM for registration and a 6:30 PM call to order. The location is the Renew Church located at 7328 – 144<sup>th</sup> Street, Surrey.

Space at the Church is limited so it is preferred that, when attending in-person, only one member of a household be present.

Yours truly,  
CROSSROADS MANAGEMENT LTD. - On behalf of the Owners of Chelsea Gardens  
Jesse Train, Strata Manager

# **CHELSEA GARDENS LMS 1416 ANNUAL GENERAL MEETING AGENDA**

**NOTICE DATE: MARCH 27, 2023**

**THE OWNERS, CHELSEA GARDENS - LMS 1416 – MONDAY, APRIL 17, 2023**

1. REGISTRATION 6:00 P.M.
2. CALL TO ORDER 6:30 P.M.
3. CERTIFICATION OF PROXIES
4. DETERMINATION OF QUORUM
5. PROOF OF NOTICE/WAIVER OF NOTICE
6. ADOPTION OF MINUTES: AGM – MARCH 21, 2022 & SGM – JANUARY 25, 2023.
7. REPORT FROM THE COUNCIL PRESIDENT
8. ELECTION OF STRATA COUNCIL – UP TO FIVE POSITIONS –  
4 TWO YEAR TERMS, 1 ONE YEAR TERM
9. ELECTION OF INVESTMENT COMMITTEE
10. RATIFICATION OF RULES – SIMPLE MAJORITY VOTE (OVER 50%)
11. UPDATE ON INSURANCE
12. APPROVAL OF THE 2022 – 2023 OPERATING RESULTS
13. APPROVAL OF THE PROPOSED 2023 – 2024 OPERATING BUDGET
14. NEW BUSINESS – RESOLUTIONS WHERE NOTICE HAS BEEN GIVEN

## **RESOLUTIONS (ATTACHED):**

- A. CONSIDERATION OF 3 / 4 VOTE “A” – TOWNHOUSE GARAGE DOORS
- B. CONSIDERATION OF 3 / 4 VOTE “B” – FIRE EQUIPMENT REPLACEMENT
- C. CONSIDERATION OF 3 / 4 VOTE “C” – TOWNHOUSE CAPITAL WORKS
- D. CONSIDERATION OF 3 / 4 VOTE “D” – TOWNHOUSE FLAT/SLOPED ROOFS

- E. CONSIDERATION OF 3 / 4 VOTE "E" – POOL LINER
  - F. CONSIDERATION OF 3 / 4 VOTE "F" – CLUBHOUSE ROOF REPLACEMENT
  - G. CONSIDERATION OF 3 / 4 VOTE "G" – CLUBHOUSE FLOOR REPLACEMENT
  - H. CONSIDERATION OF 3 / 4 VOTE "H" – CLUBHOUSE GLASS AWNING
  - I. CONSIDERATION OF 3 / 4 VOTE "I" – BYLAW AMENDMENT
  - J. CONSIDERATION OF 3 / 4 VOTE "J" – BYLAW AMENDMENT
  - K. CONSIDERATION OF 3 / 4 VOTE "K" – BYLAW AMENDMENT
  - L. CONSIDERATION OF 3 / 4 VOTE "L" – BYLAW AMENDMENT
15. NEW BUSINESS – COMMENTS, QUESTIONS, ETC. FROM THE FLOOR
16. TERMINATION OF MEETING

## **PRESIDENT'S REPORT TO THE OWNERS**

On behalf of your Strata Council and Crossroads Management team I would like to welcome everyone and thank you for participating in the AGM. Your Strata members are:

Anita Thompson – Treasurer, Secretary, Bring forward, Minutes and Social Liaison  
Bob Hyde – Vice President, and Finance  
Ashley Orton – Landscaper, Security and Privacy, Volunteers, and Website  
Paul Dhaliwal – Clubhouse, and RV committee  
Debbie Thorburn – Apartments  
Murray Hill – President, Townhouses, and Irrigation.

It has become a very trying year with increases on almost everything. The worker shortage has had a huge impact all over. Garage doors took over 6 months to get built as the factory was short of workers also. Out landscapers also had issues with workers. We are not the only Strata who has had problems getting things done. Let's hope this year is better, and more stable than previous.

Townhouses – There is an ongoing roofing project on a 6 plex TH163 – TH168 in order to get an idea of costing, we have already done a 4 plex. Also, repairs have been done on leaking flat roofs around the complex. Regular maintenance by MorInventive is ongoing. Gutter cleaning and moss removal was done by Don and Ivan.

Clubhouse – Half of the Clubhouse roof has been replaced with the other half to be completed this year, if passed at this AGM. The hot tub area was cleaned up and painted by staff and volunteers, and some gym equipment was repaired and replaced. We had some growing pains replacing John Unger, however, with Don now settled in, things are going smoothly.

Apartments – We had another year of replacing our mechanical contractor as things weren't working with Ashton Mechanical, Westech has now taken over and things are going smoothly.

Security – We are working with Citiloc, the new access control company, to maintain the FOB/Enterphone system. We are maintaining the office PC, doing monthly backups to ensure we do not lose our data. We are improving the software application created to maintain our records (residents, vendors, parking etc.) We continue to improve our camera systems to be able to investigate security events.

Landscaping – we continue to work with Allen Brothers Landscaping to maintain the overall look of the complex. We hope to see an improvement over the next year.

Volunteer Work – Lattice repairs as needed, movie night, DJ work, maintaining audio systems, Irrigation systems, and ponds and fountains. Thank you to all those that have volunteered.

Social Committee – Has had a better year with things almost back to normal. Looking for another good year going forward.

Emergency Response – On-going training of personnel, upgrading and adding equipment, always looking for more volunteers and the ability to make Chelsea a safe place to reside.

Last but not least, I think applause should go out to your Strata Council, Crossroads Management team, Social Committee, Emergency Response team, and the many volunteers that make this complex a wonderful place to reside. This has been a trying year for all of us. I would also like to thank my supporters for the 5 plus years that I have served on Council and volunteering, however, I will be stepping down to have more time with family.

Thank you to all for participating in this AGM tonight and be safe.

Murray Hill, Council President.

## ADVANCE NOMINATIONS

### STRATA COUNCIL:

The following Council Members are entering the second year of a two-year term and the positions are not up for election in accordance with Chelsea Garden's Bylaw 10:

Bob Hyde	- T102
Paul Dhaliwal	- T172
Anita Thompson	(Not continuing 2 <sup>nd</sup> term)
Murray Hill	(Not continuing 2 <sup>nd</sup> term)

The following (listed alphabetically by first name) have been nominated to run for Council:

Anita McKie	- T218
Ashley Orton	- T243
Debbie Thorburn	- T188
Jack DeVries	- T303
Madan Gupta	- M303
Mike Williams	- T219
Norm Reid	- T302
Paul Kavanagh	- T164
Ron Plankeel	- T272

All of these candidates have submitted nomination papers indicating their willingness to stand for election to council. They will be asked again, at the AGM, if they wish to leave their names in the running.

Nominations may also be made from the floor of the AGM. If you are planning to nominate an individual who will not be present at the AGM, please ensure that you have a signed nomination paper (with witness) from them. Names, with resumes (if submitted in advance) appear here in alphabetical order.

Candidates for Council, should they so choose, will be provided the opportunity to make a short presentation to the owners attending the AGM.

A secret ballot will be held and the ballots will be counted while the agenda continues. Any candidate must attain 50% or more of the ballots cast in order to be elected.

**There are 5 spots open for council, 4 positions for a 2-year term and 1 position for a 1-year term.**

**If all 5 receive at least 50% + 1 of the votes, then the candidate that receives the least votes will serve the 1-year term position.**

**This will make it so that the terms set out by bylaw 10 are maintained for the future years.**

## **RESUME OF ANITA MCKIE**

My name is Anita McKie. Myself along with husband Brad and our son Myles moved into Chelsea in May of 2020, at the start of Covid - coming into a quieter than normal community as we know it now.

The three of us have melted into the community here, with myself and family volunteering to "cherish" the wisteria, an ever-changing landscape. Along with joining the personal preparedness team and volunteering whenever available or as need arises. My guys are on the search and rescue team and security.

I grew up in the lower mainland, raised my family here in Surrey. I have sat on a council before doing 4 years of volunteer work for that development. I have also worked in property management, so understanding that side of how a community like ours has to pull together with a team from off the property.

I would appreciate the chance to sit on council here and help move Chelsea Gardens into the future.

Anita McKie, Townhouse 218

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## **RESUME OF ASHLEY ORTON**

I am currently retired. I have lived at Chelsea Gardens since 2017. I have been on council for 5 years in charge of Security, Landscaping, Ponds and fountains, Volunteers, Website backup and most things technical.

My career was with Information Technology - I worked for IBM for 31 years as a Software Developer and Systems Analyst for the Airline Industry. I analyzed work processes and designed solutions with the client to automate and make them more efficient, consistent, and easy to use. I am an expert on data gathering and organization. I am also very knowledgeable on PC based systems and hardware and software.

I have been in a position of leadership and mentoring.

I am also a handyman:

I enjoy doing my own home renovations and carpentry projects; I have renovated 3 houses that we have owned.

I have done Floor laying, framing, drywall, plumbing and minor electrical work.

My wife and I enjoy gardening and landscaping and understand exterior maintenance needs.

I also enjoy electronics, audio-visual media planning and setup. We currently host Movie Night.

My wife and I very much enjoy the sense of community fostered at Chelsea Gardens and volunteer where we can.

I believe my skills and knowledge are of benefit to council and contribute positively to Chelsea Gardens.

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## **RESUME OF DEBBIE THORBURN**

My name is Debbie Thorburn of TH 188 and I wish to run for Strata Council. My husband Ken and I have lived in Chelsea Gardens for over 12 years. Over the years I have helped with setup, takedown and/or food service at numerous social events. I'm on the First Aid Team for the Emergency Preparedness and I have been a member of the line dancing group since it began.

Last September I was asked to step into a vacated Strata Council position. Having no previous experience in such a position and not sure of my qualifications, I very reluctantly did so, emphasizing that I would only commit until Council elections at the next AGM.

I initially felt unsure of my qualifications to be on Strata Council as I don't have the technical, mechanical, or financial background that I knew some of the other Council members have and so generously share. I now know that while those skills are invaluable and save us thousands of dollars annually, I can also contribute in my own way. Since coming onto Council my assigned responsibility has been the "portfolio" of the apartments. As such, I do regular rounds of the buildings and parkades and liaison with the rest of Council when I become aware of any problems related to the apartments.

Being on Strata Council requires critical thinking and being open to learning new things in regards to the maintenance, financial and people issues that come up on a day-to-day basis. It requires the ability to communicate well in order work collaboratively with other Council members and Strata Property Manager to problem solve and make decisions that are in the best financial, maintenance and community interests of the residents...both immediate and long term. I feel that, like the other Council members, I possess those skills. Critical thinking, decision making and working collaboratively are all skills that I needed on a daily basis in my 30 years as a bedside RN and in my 6 years working as a telenurse for HealthLink BC.

I have felt supported by the other Council members and Jesse Train, our Strata Property Manager, in my ongoing learning curve and have come to respect their commitment to the good of this community. Consequently, I wish to continue as a member of the Strata Council.

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## **RESUME OF JACK DE VRIES**

Hi,

My name is Jack de Vries and have been a resident here in Chelsea Gardens for 5 years. I have served as president on strata councils in 2 other complexes – both on for 5 years each. The last one whereas I terminated the strata mgmt. company and actually hired Crossroads. I also replaced the entire roof system at the last complex.

I am currently the director for a food processing company. My specialty is in negotiations and in large a strong believer in hiring our own people verses contractors – ie gardening/roofing as an example. This can help elevate strata fee increases sometimes.

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**RESUME OF MADAN GUPTA**

I, Madan Gupta, is resident of Chelsea Gardens, M303 since April 2013.

I would like to apply for the position of Council Member in Chelsea Gardens, Surrey, BC. I am very much aligned with the goals and focus of our complex and I would like to use my skills gained to help my neighbours and the community.

Just to inform that I am involved in volunteering with many institutions including Chelsea Gardens Social Committee.

I am science graduate and have worked in senior management positions for the manufacturing and installations of large size projects for oil & gas, Ship building and repairs, Thermal Plants for 45 years. I have worked as Quality & Safety auditor, Controller and have been responsible for the development of management systems.

Madan Gupta

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**RESUME OF MIKE WILLIAMS**

I am a retired RCMP officer and have made a permanent home here at Chelsea Gardens since 2019. I have embraced the warm community lifestyle here and have been active in the volunteer programs as well as Emergency Preparedness and taken part in the various seasonal concerts.

Prior to moving to Chelsea Gardens, I served on the strata council of a 110-unit apartment condominium with responsibilities of building maintenance and security. This allowed me to use my experience in mechanics, building construction and maintenance, as well as plumbing and electrical repairs and installation.

I would look forward to working with the other residents on council to ensure Chelsea Gardens remains a well-run, quiet oasis that is has been for all of us.

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**RESUME OF NORM REID**

I would like to put my name forward for a position with Chelsea Council. I have lived in Chelsea gardens for eight years with my wife Sigrid I volunteer for irrigation I volunteer for setting up for events. I have 37 years maintenance experience with the city of Vancouver, which I think would be a huge asset to the residence of Chelsea gardens.

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## **RESUME OF PAUL KAVANAGH**

I am writing at this time to put my name forward for a position on the Strata Council. My wife Wendy and I are relatively new residents of Chelsea Gardens, having moved here at the end of June last year.

Since moving in we have met many wonderful people. We have been made feel welcome by residents who are very proud of their community.

I believe my knowledge and experience will make a positive contribution to Council. I retired after a forty-year career as a Chartered Professional Accountant (formerly Chartered Accountant). I also have a Masters Degree in Business Administration. I earned my CPA designation at KPMG.

I retired from Workplace NL, the workers compensation board of Newfoundland and Labrador in 2019, where I held the position of Chief Financial and Information Officer. In that position I gained a keen understanding of governance, stakeholder interests and the stewardship of a multi-billion dollar injury fund. Prior to working at Workplace NL I was the Corporate Controller and Treasurer for FPI Limited, one of the largest seafood harvesting and processing companies in Canada.

I am looking forward to playing a bigger role in our community.

Sincerely,  
Paul Kavanagh

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## **RESUME OF RON PLANKEEL**

I am currently retired.

My working career was with BC Tel / TELUS - for 42 years, the last 35 in engineering looking after the telecom power requirements. I was fortunate to be involved with the cellular part of the company since the inception in 1985. This included designing, ordering, and writing installation specs (maintenance, upgrades, and replacements) for the Cellular power requirements in BC from 1985 to 2015. On a semi-annual basis I was responsible for issuing tenders for power systems and batteries to a minimum of three companies and evaluating and recommending the winning contract.

From 2015 to 2021, I contracted for various power jobs in the cellular companies, until I fully retired in 2021.

In a nutshell, the job entailed making sure the power requirements for the cellular network were met from an engineering, maintenance, and operational level.

I also have a Class A - Electrical ticket, and a degree from BCIT.

Was a Scout leader and was an executive of the Fort Langley Kayaking club.

I have owned a house since 1978, so am very familiar with maintenance, upkeep, and repair.

Since Elaine introduced me to Chelsea Gardens 8 years ago, I have come to appreciate the sense of community and friendship here. I have already served 1 year on the Strata Council and would appreciate the opportunity to serve on council again. I have also been conscripted by the irrigation team and social committee on numerous occasions.

I believe my skills and knowledge would be of benefit to council and contribute positively to Chelsea Gardens.

Ron Plankeel

***Owners, either attending the meeting in-person or by directed proxy, may vote for none, one, two, three, four or five candidates. You may not vote for more than five candidates otherwise the vote will be considered spoiled and will not count.***

***If you are aware that a candidate who is not listed above will be running for Council you may write in their name on the directed proxy or exercise that vote at the meeting.***

## **RATIFICATION OF RULES – SIMPLE MAJORITY VOTE (MORE THAN 50%)**

A Strata Council is permitted to pass rules during the course of their term of office and these rules are valid and effective immediately upon passage. In order to remain valid, the rules passed by council must be brought forward to the next AGM or SGM to be ratified by the owners and this requires a simple majority (more than 50%) vote. This year there were a few new rules passed by council and these are being brought forward for owner ratification.

As time is limited at this AGM the meeting Chair has the discretion to limit debate and will permit three speakers in favour of the ratification vote and three speakers opposed to the ratification vote. Please limit the amount of time you take to speak to the matter with a maximum allotment of two minutes per speaker. We are presenting the ratification vote as a single resolution and owners can speak to or amend any of the individual rules prior to taking the vote. If necessary, individual rules can be separated for a vote.

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***Item # 10 - At the August 23, 2022 Council meeting a new rule was approved by Council to read:***

f. RULES FOR RENTAL OF FIRESIDE LOUNGE

- 1) The Fireside Room and kitchen area are available to be rented by an owner or resident for their own personal exclusive use provided it is not required or booked for the Strata Council, or a recognized Chelsea Gardens club or user group. Bookings for the month of December, if NOT cancelled THIRTY days prior to the event, are NON-REFUNDABLE. The areas must not be used for commercial purposes. A rental fee, set annually in these rules, will be required to be paid, by the owner or resident, to the Strata Corporation at the time of booking. Should there be conflicts in bookings, the Strata Council can determine the priority. (Approved at CM held 2022 02 21, Ratified at AGM held 2022 03 21) **If a renter wishes to request, in advance, the use of the speaker to be able to use Bluetooth for music, an additional deposit is required in advance.**

**Item # 10 - At the February 21, 2022 Council meeting the rental rates were revised to read:**

The rental rates for the upcoming year will be: (changed rates highlighted in yellow)

- a. Electric scooters parked in apartments - \$6.00 per month.
- b. Electric vehicles parked in apartments and using a 15 Amp/110 Volt plug - \$25.00 per month.
- c. Strata owned parking stalls in apartments - \$25.00 per month.
- d. Fobs, scan cards and clickers – As Per the current market price at time of purchase from supplier – Current – Fobs and Scan cards \$20.00 and Clickers \$80.00
- e. Apartment move-in/move-out fees. - \$300.00 one-time charge.
- f. Apartment elevator key security fee. - \$75.00.
- g. Fireside Room rental fee. - \$50.00.
- h. Fireside Room damage deposit. - \$250.00.
- i. Additional deposit of \$200.00 for the use of the speaker in the Fireside Room if requested by a owner/resident.
- j. Guest Suite Rental rate. - \$50.00 per night & \$250.00 Damage Deposit
- k. Replacement price for visitor parking passes - \$50.00
- l. RV stall rental rate for owners and residents – \$25.00 per month.
- m. RV stall rental for non-RV vehicles - \$25.00
- n. Tow vehicle rental rates. – No charge
- o. RV Lot key deposit - \$10.00.
- p. RV parking rates for visitors. - \$25.00 per week.
- q. Kilometer rate to be paid to Council, Volunteers and Staff. – As per the rates set by the Government of Canada (.68 cents per kilometer as of March 2023)
- r. Service fee for owners or residents using staff for non strata issues: \$25.00 per half hour with a minimum charge of \$25.00

**Item # 10 - At the July 26, 2022 Council meeting a new rule was approved to read:**

Guests under the age of 19 and accompanied by an owner or resident are only allowed in the pool and the surrounding pool deck between the hours of 11:00 AM and 2:00 PM (daily) and 5:00 PM to 6:00 PM Saturday to Thursday during the season the pool is open.

***Item #10 – At the March 21, 2022 Council meeting an amendment to a rule was approved to read:***

1. APARTMENT – MOVES

a. A move fee will be charged to all new apartment owners and this fee covers both moving in and moving out. Owners who rent out their strata unit(s) will be charged a move fee every time their tenant changes. The charge or fee for this is to be determined by the Strata Council at the last Council meeting in March, prior to the approval and distribution of the Annual General Meeting agenda. The new rates or fees will take effect only after owner approval (or amendment) at the AGM

***Item #10 – At the February 21, 2023 Council meeting an amendment to a rule was approved to read:***

To amend the current definitions of Owner and Resident in the Rules.

**ADULT:**

19 years and older

**OWNER:**

legally owns 1 or more Strata Lots of Chelsea Gardens LMS 1416 whether or not they reside in the owned unit(s)

**RESIDENT:**

Owner who legally resides in Chelsea Gardens as per Bylaws 36, 37, 38

Tenant who legally resides in Chelsea Gardens as per Bylaws 36,37, 38

Occupant who is not an Owner or Tenant, but legally resides in Chelsea Gardens as per Bylaws 36, 37, 38 and SPA section 123.

**GUEST/VISITOR:**

is anyone who is not an Owner/Resident/Occupant

To add the word Resident everywhere applicable in the rules.

## **INSURANCE- THINGS FOR OWNERS TO KNOW**

While the Strata Corporation is obligated to insure, under the Strata Property Act, all buildings and common property including individual strata lots, the insurance coverage only covers what was originally provided by the developer when the strata complex was constructed and marketed.

This means that all of your contents (such as furniture, appliances, clothing, jewelry, personal possessions etc.... this list goes on) are not insured by the strata corporation's insurance policy. In the event of a loss such as fire or water damage you would not receive any compensation for these items from the strata's insurer.

What you may not know is the "betterments" are also not covered. Betterments are improvements that you or a previous owner may have done as you renovated or improved your home. Examples would be hardwood or laminate flooring to replace carpeting (or higher quality carpeting), new countertops and cupboards, tile floors, new lighting fixtures and again the list can go on. The Strata insurer will only provide coverage for what the developer originally installed and if you or a previously owner did upgrades, you will need coverage for the difference in price from your content provider.

The Strata insurance policy does not cover "content manipulation" which would be the cost of moving and storing contents during the restoration phase.

You are also not covered for the assessment of the strata corporation's deductible (or the actual cost of repairs if less than the deductible) when the cause of the damage originates within the strata lot and this can be up to \$50,000.00.

A possible significant cost to owners would arise out of a devastating earthquake. Were there to be a total loss, we would receive insurance coverage up to just over 171 million dollars. Given a 15% deductible on the policy, that would mean that Chelsea Gardens owners would have to come up with almost 26 million dollars. Although the assessment to owners would be based on unit entitlement (square footage), the average cost per unit would be almost \$65,000.00. If the reconstruction costs exceeded 171 million dollars, then the assessment would be increased to cover any shortfall. Owners should consider having insurance coverage in the area of \$65,000.00 or more.

CMW did provide us with a list of insurers that could achieve this, and they are:

**Aviva – up to \$100,000**

**Canadian Northern Shield – up to \$100,000**

**Family Insurance – up to \$100,000**

**Travelers - \$25,000 but can be increased.**

Another important coverage to have in your content policy is "additional living expense". Were a unit considered to be un-inhabitable during the course of restoration or reconstruction, you would need coverage for a hotel, motel or apartment rental during that period. The Strata policy provides

coverage of \$50,000.00 per unit for additional living expense but only after the amount on your personal policy is exhausted. There is a maximum cap of 1 million dollars on this coverage for the entire strata so, in the event of a major disaster such as the fire across the street, that runs out fairly quickly. Generally (but not always) the additional living expense under a home owner policy is 50% of the contents amount. If you under value your contents, you will impact the amount you can claim under additional living expense. Most owners in Canterbury Green will soon run out of coverage under both their personal policy and the strata policy.

This makes it very important for **every** homeowner to obtain a condominium insurance policy that will provide coverage for all of those things mentioned above. These policies are relatively low cost because the strata insurance covers the most expensive items such as the buildings themselves. If you do not have a condominium insurance policy (commonly referred to as a contents policy) you risk the loss of your personal property, the cost differential of any betterments and the cost of the strata/s insurance deductible all of this can add up. Again, using Canterbury Green as an example, a reported five owners did not have any content insurance and, other than their small share of additional living expense, they are completely out of luck and will sustain a large financial loss.

Please be aware that, at Chelsea Gardens, there is a bylaw that allows the Strata Corporation to charge back repairs required in an affected unit when the source of the issue (usually water) came from another unit. This would be in the form of an assessment. You will still need to reach out to your insurance company to initiate a claim but do advise them of this bylaw:

***The owner of a strata lot shall be obligated to pay to another owner the costs (including any insurance deductible) to repair any damage to that other owner's strata lot for which the owner, a tenant, an occupant of the strata lot or their guest or invitee are responsible or the source of which originated in the owner's strata lot.***

Not all content policies are the same and some do not have adequate coverage for betterments and deductible assessments. As your Strata Managers, we suggest that all owners take a copy of the insurance declaration form included in this package when you next re-new your content policy. The key strata deductibles that would be assessed to an owner would include:

- All-Risks (\$25,000.00)
- Water Damage (\$50,000.00)
- Sewer back-up (\$50,000.00)
- Flood (\$50,000.00)
- Earthquake (15%)

Please make sure that your insurance broker understands that you should have coverage, to at least these amounts, should you be assessed a strata deductible.

Jesse Train Strata Manager



## Residential Strata Program Summary of Coverages - The Owners Of Strata Plan LMS1416

**Insured** The Owners Of Strata Plan LMS1416, Chelsea Gardens  
Crossroads Management Ltd. **Property Policy Number:** CMW M0084

**Policy Period** From: March 1, 2023 **To:** March 1, 2024

**Location(s)** 13860, 13870, 13880, 13888 70th Avenue, Surrey, BC V3W 0T4 **Effective** March 1, 2023

Description Of Coverages	Limits Of Liability	Deductibles
<b>Property of Every Description</b> – Per Occurrence, Form CMWV-DECEMBER-2021, Appraisal: Mar 1, 2023, Year of Cycle: 2	\$171,200,000.	\$25,000.
Equipment/Contents/Leased Security	\$343,000.	
Business Interruption	Not Covered	
All Risks (All Losses Deductible)		\$25,000
Earthquake – Annual Aggregate	\$171,543,000.	15%, Minimum \$250,000
Flood – Annual Aggregate	\$171,543,000.	\$50,000.
Water Damage		\$50,000.
Sewer Backup		\$50,000.
Exterior Glass Breakage - Frame Construction		\$250.
Exterior Glass Breakage - All Other Construction		\$1,000.
Commercial Glass Breakage		\$1,000.
Canopy Glass Breakage		\$1,000.
Master Key Coverage		\$2,500.
Lock and Key Coverage		\$2,500.
Illegal Drug Activity		\$50,000.
All Losses arising from Vacant Units		\$50,000.
<b>Equipment Breakdown - By-laws Included</b>	\$171,200,000.	\$1,000.
Equipment/Contents/Leased Security	\$343,000.	
Business Interruption - Loss of Profits (Gross Rentals)	Not Covered	
Included Debris Removal; \$500,000 Water Damage; \$500,000 Ammonia Contamination; \$500,000 Hazardous Substances; \$500,000 Professional Fees; \$100,000 Contingent Business Interruption; \$100,000 Brands And Labels; \$100,000 Fungus Clean Up Or Removal Coverage; \$100,000 Service Interruption; \$250,000 Extra Expense; \$1,000,000 Expediting Expense	Included	
<b>General Liability – Bodily Injury, Personal Injury and Property Damage Liability – Each Accident or Occurrence</b>	\$10,000,000.	*\$1,000.
Products and Completed Operations – Aggregate Limit	\$10,000,000.	
Non-Owned Automobile	\$10,000,000.	
Advertising Injury Liability	\$10,000,000.	
Medical Payments – Each Person	\$50,000.	
Tenants' Legal Liability – Any One Premises	\$500,000.	\$1,000.
Voluntary Compensation Extension – Strata Volunteers Coverage (Weekly Indemnity of 2/3 of Employee's Weekly Wage, but not exceeding \$500/week & set at \$500/week for Volunteer Workers)	\$100,000.	
<b>Strata Corporation Directors &amp; Officers Liability – Annual Aggregate – Claims Made; Defense Costs Outside limit of liability - No limitation</b>	\$15,000,000.	Nil
<b>Professional Liability Extension for Property Manager per Wrongful Act – Annual Aggregate – Claims Made</b>	Included	Nil
Discrimination Defense Costs	Included	
Employment Practices Liability	Included	
<b>Broad Form Money &amp; Securities – Loss Inside &amp; Outside Premises, Depositors Forgery, Fraud, Theft, Robbery or Burglary</b>	\$25,000.	Nil
Employee Dishonesty, Coverage – Form A	\$50,000.	Nil
<b>Pollution Liability – Each Pollution Event, Including Bodily Injury or Property Damage and Clean-up Costs</b>	\$1,000,000.	\$10,000.
Aggregate (Master) Policy Limit	\$5,000,000.	
<b>Terrorism and Sabotage Coverage</b>	\$500,000.	\$2,500
<b>Volunteer Accident Coverage</b>	\$100,000.	7 Day Waiting Period
Principal Sum - \$100,000 Weekly Accident Indemnity - \$500 (maximum 52 weeks)		
Accident Expenses - various up to \$15,000. (please see wording) Dental Expenses \$5,000.		
<b>Intellect Privacy &amp; Data Breach</b>		Nil.
Liability	\$50,000.	
Expense	\$10,000.	
<b>Earthquake Deductible Buy-Down Coverage – Annual Aggregate</b>	Not Covered	

**Platinum Legal Services Retainer Contract** **Aggregate Fees Cap per Legal Proceeding**  
 Per Claim – \$1,500,000 Term Aggregate \$1,000,000.  
 Note: The Legal Services Retainer Contract with Clark Wilson LLP is not a contract of insurance but is a Retainer agreement between the Strata Corporation and Clark Wilson LLP for Legal Services as described in the Contract.  
 Premium is fully earned.

**Conditions – Property**

- All Risks of direct physical loss or damage to property described at Location(s) of Risk shown above.
- Basis of Loss Settlement – Replacement Cost including by-laws
- Co-insurance Basis – Stated Amount
- Extended Replacement Cost – Not Covered
- Any Property additions, renovations or installation work will be subject to a limit of 15% of the insured value, with a maximum of \$1,000,000.

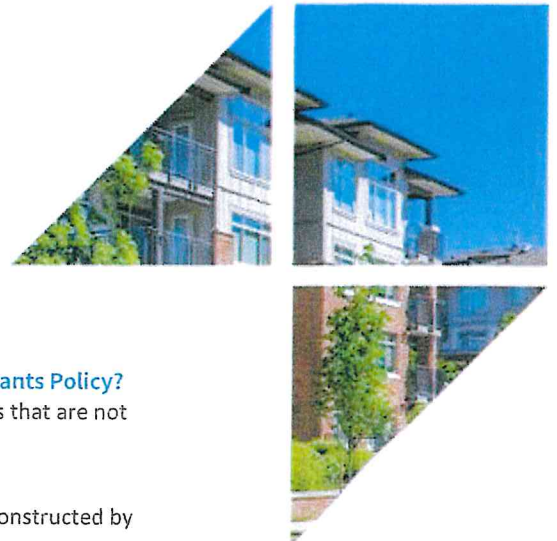
**Conditions – General Liability**

- Property Manager is an Additional Named Insured for their management of the Strata Plan.
- \*\$1,000. Bodily Injury Deductible shall be waived on the first bodily injury loss/claim if there is no prior bodily injury loss within 5 years from the effective date of the coverage term

**Notable Exclusions & Endorsements**

- See Schedule of Forms
- Property Cyber and Data Endorsement / Property & Equipment Breakdown Communicable Disease Exclusion / Virus, Bacteria or Microorganism Exclusion / Declaration of Emergency Endorsement

**E&OE** This document does not form part of the policy. For more specific details, please refer to the actual policy wordings.



## Frequently Asked Questions

**Q. The Strata Corporation carries insurance, why do I also need a Unit Owners/Tenants Policy?**

A. An owner and tenant are responsible for obtaining insurance coverage to cover risks that are not covered by the Strata Corporation's insurance policy.

**Q. What does the Strata Corporation insurance include?**

A. The intent of the Strata Corporation insurance is to cover the building as originally constructed by the developer.

**Q. What is not covered by the Strata Corporation, which I should be insuring under a Unit Owners/Tenants Policy?**

A. Your personal contents, any improvement or betterment since the original hand over from the developer, additional living expense to cover your relocation costs after a claim, your own personal liability for lawsuits and deductible assessment/loss assessment.

**Q. How do I know whether my policy is for Full Replacement Cost Coverage?**

A. Full Replacement Cost is included unless otherwise noted. If Property of Every Description and Equipment Breakdown have the same limits noted, then Full Replacement Cost is in effect.

**Q. Why are deductibles increasing?**

A. Increasing costs and frequency of claims have led to poor results for insurers in the strata class of business. In response to ongoing financial losses and an analysis of a strata's claims history, insurers are increasing deductibles to new minimum requirements.

**Q. What is the definition of Sprinkler Discharge?**

A. Sprinkler Discharge means activation, discharge and/or leakage of a sprinkler head, a component of the fire suppression system, unless directly resulting from fire, smoke, heat, or explosion. Sprinkler discharge is a type of water damage for which insurers sometimes require a higher deductible applied due to losses from this peril. If there is not a specific deductible noted for sprinkler discharge, insured losses would fall under the All Other Losses or Water Damage Deductible depending on proximate cause of loss.

**Q. What is the definition of Vacant Unit?**

A. A unit which is uninhabited at the time of loss, regardless of the presence of furnishings, due to all previous occupants having terminated their residence without intention of lawfully returning and no new occupants having taken up lawful residence.

**Q. What is the definition of Illegal Drug?**

A. Illegal Drug Activity means any activity relating to either the growing, cultivation, harvesting, manufacturing, distribution or sale of any non-prescription controlled substance or substances enumerated in Schedule (Section 2) of the federal Controlled Drugs and Substances Act Narcotic Control Regulations C.R.C., c 1041 (an amended from time to time), whether or not the Named Insured is aware of such activity. Often, Illegal Drug Activity is excluded entirely from insurance, but coverage is afforded under our policy.

**Q. What is the definition of Flood?**

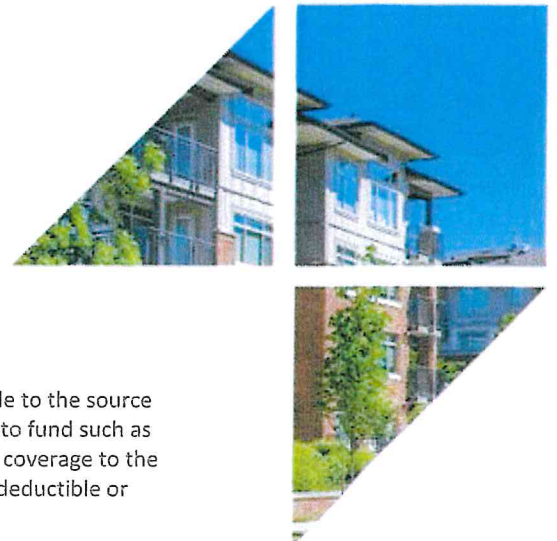
A. Flood means tsunami, waves, tides, tidal waves or the rising of, the breaking out or the overflow of any body of water whether natural or manmade. For purpose of strata insurance, owners cannot cause a flood (i.e. this is not a potential strata owner deductible assessment). The Flood deductible would be funded by all owners based upon unit entitlement if assessment was required.

**Q. What is the definition of Wildfires of Note?**

A. Wildfires of Note means "wildfires which are highly visible or which pose a potential threat to public safety". The Wildfire deductible would be funded by all owners based upon unit entitlement if assessment was required.

**Q. What is my portion of the Earthquake deductible?**

A. The earthquake deductible is applied as a percentage of the value of the buildings(s) damaged. The earthquake deductible minimum only applies if the percentage deductible is lower than the minimum stated, which is very rare. For example, a \$10,000,000. building with a 20% deductible, minimum \$250,000, would have a deductible of \$2,000,000. (20% of \$10,000,000. with minimum of \$250,000. irrelevant). Any special assessment to fund the strata earthquake deductible would be based upon unit entitlement. To calculate the average earthquake deductible assessment to each owner, divide the strata earthquake deductible by the number of units. Using above example, if there were 100 units, the average assessment to each owner would be \$20,000. (\$2,000,000. / 100).



**Q. What is Deductible Assessment/Loss Assessment?**

A. Most Strata Corporation bylaws allow the Strata Corporation to assess the deductible to the source unit owner. Therefore it is imperative all owners have personal insurance coverage to fund such as assessment in the event the strata loss results from their unit. Owners should carry coverage to the highest potential deductible assessment figure which is typically the water damage deductible or sprinkler discharge deductible, if higher.

**Q. What about damage below the Strata Corporation deductible?**

A. While the Strata Property Act requires the Strata Corporation to maintain insurance, the Act does not contain a duty to repair the strata lot. This means that if damage to the Strata Corporation property is below the deductible, all unit owners will typically be responsible for repairing their own units. Moreover, you can be responsible to repair your unit even if the damage is caused by another unit or common property. It is imperative that you have insurance to cover repairs to your unit below the strata deductible, and this coverage is often referred to as Unit Additional Protection under a personal insurance policy.

**Q. How do I find Deductible Assessment/Loss Assessment Insurance?**

A. Get in touch with your current personal insurance provider to get this necessary coverage, share the Summary of Coverage document outlining the Strata Deductibles.

**Q. My personal insurer cannot match the policy deductibles.**

A. Each personal insurer has different stipulations and limitations. Ask your broker for advice on other potential options. CapriCMW is also proud to launch our new Deductible Assessment Buy Up program for unit owners at [capricmw.ca/deductible-coverage](http://capricmw.ca/deductible-coverage).

**Q. What else can I do?**

A. Preventing claims is always best, and not limited to but include that you check and replace your supply lines, know where your water shut off valves are located, consider water leak detectors, perform regular and preventative maintenance, never leave your appliances running while away from home, and consider installing sprinkler cages.

**Balance Sheet (Accrual)**  
**CHELSEA - Contingency - 02 - (lms1416c)**  
**February 2023**  
**AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2023**

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Prepared For:  
Strata Plan LMS 1416 - CRF

Prepared By:  
Crossroads Management Ltd.  
#215 - 7455 132nd Street  
Surrey, BC V3W 1J8  
Phone: 778-578-4445,

**ASSETS**

1025-0000 Bank - Westminster - Contingency	1,003,209.58
1038-1286 WSCU GIC - 1.33% - Mar.8/23	500,000.00
1038-1287 WSCU GIC - 1.33% - Mar.8/23	500,000.00
1038-1334 Prospera GIC - 4.7860% - Feb.27/24	250,000.00
1038-1335 Prospera GIC - 4.7860% - Feb.27/24	250,000.00
1038-1336 Prospera GIC - 4.7860% - Feb.27/24	250,000.00
1038-1337 Prospera GIC - 4.7860% - Feb.27/24	250,000.00
1106-0000 Insurance Claim Receivable	162,547.16

**TOTAL ASSETS**

3,165,756.74

**LIABILITIES**

2010-0000 Accounts Payable	30,110.63
2012-2500 Accrued Expenses	213,924.30

**TOTAL LIABILITIES**

244,034.93

**OWNERS' EQUITY**

3500-0000 Net Income - Prior Years	2,666,944.14
3500-0500 Prior Year-Adjustment	9,196.94
3510-0000 Net Income - Current Year	245,580.73

**TOTAL OWNERS' EQUITY**

2,921,721.81

**TOTAL LIABILITIES AND EQUITY**

3,165,756.74

Date: MAR. 15 2023  
Accountant: [Signature]  
Property Manager: [Signature]

**Budget Comparison (Accrual)**  
**CHELSEA - Contingency - 02 - (lms1416c)**  
**February 2023**

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03/15/2023  
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**AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2023**

Prepared For:  
Strata Plan LMS 1416 - CRF

Prepared By:  
Crossroads Management Ltd.  
#215 - 7455 132nd Street  
Surrey, BC V3W 1J8  
Phone: 778-578-4445,

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
<b>INCOME</b>									
4010-5000 Strata Fees - Apartment	16,829.42	16,829.38	0.04	0.00	201,953.04	201,953.00	0.04	0.00	201,953.00
4010-6000 Strata Fees - Townhome	36,614.17	36,614.13	0.04	0.00	439,370.04	439,370.00	0.04	0.00	439,370.00
<b>TOTAL</b>	<b>53,443.59</b>	<b>53,443.51</b>	<b>0.08</b>	<b>0.00</b>	<b>641,323.08</b>	<b>641,323.00</b>	<b>0.08</b>	<b>0.00</b>	<b>641,323.00</b>
4031-0000 Interest Income	4,038.55	0.00	4,038.55	0	64,099.86	0.00	64,099.86	0	0.00
4031-6000 Interest Income- Insur. L	916.67	0.00	916.67	0	11,000.04	0.00	11,000.04	0	0.00
<b>TOTAL</b>	<b>4,955.22</b>	<b>0.00</b>	<b>4,955.22</b>	<b>0</b>	<b>75,099.90</b>	<b>0.00</b>	<b>75,099.90</b>	<b>0</b>	<b>0.00</b>
<b>TOTAL INCOME</b>	<b>58,398.81</b>	<b>53,443.51</b>	<b>4,955.30</b>	<b>9.27</b>	<b>716,422.98</b>	<b>641,323.00</b>	<b>75,099.98</b>	<b>11.71</b>	<b>641,323.00</b>
6278-2022 Apt Boilers Replace/Rep	0.00	0.00	0.00	0	12,353.25	0.00	-12,353.25	0	0.00
<b>TOTAL EXPS. BEFORE UTILITIES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>12,353.25</b>	<b>0.00</b>	<b>-12,353.25</b>	<b>0</b>	<b>0.00</b>
<b>TOWNHOUSE EXPENSES</b>									
6342-2022 2022 Townhouse Envelo	3,024.46	7,083.37	4,058.91	57.30	60,580.26	85,000.00	24,419.74	28.73	85,000.00
6344-2022 Garage Doors	33,946.75	3,333.37	-30,613.38	-918.3	40,000.00	40,000.00	0.00	0.00	40,000.00
6345-2022 Townhouse Flat Roof Re	200,426.30	16,666.63	-183,759.67	-1,102	200,000.00	200,000.00	0.00	0.00	200,000.00
<b>TOTAL OPERATING EXPS. - T.H.</b>	<b>237,397.51</b>	<b>27,083.37</b>	<b>-210,314.14</b>	<b>-776.5</b>	<b>300,580.26</b>	<b>325,000.00</b>	<b>24,419.74</b>	<b>7.51</b>	<b>325,000.00</b>
<b>COMMON EXPENSES</b>									
<b>REPAIR &amp; MAINTENANCE- GENER</b>									
6512-2022 Security Enhancements	91.45	291.63	200.18	68.64	2,102.62	3,500.00	1,397.38	39.93	3,500.00
6535-2022 New Enterphone Panel	8,354.63	0.00	-8,354.63	0	8,354.63	0.00	-8,354.63	0	0.00
6565-2022 Pest Exclusion	0.00	0.00	0.00	0	19,876.50	0.00	-19,876.50	0	0.00
<b>TOTAL REPAIR &amp; MAINT.</b>	<b>8,446.08</b>	<b>291.63</b>	<b>-8,154.45</b>	<b>-2,796</b>	<b>30,333.75</b>	<b>3,500.00</b>	<b>-26,833.75</b>	<b>-766.6</b>	<b>3,500.00</b>
<b>RECREATION CENTRE - COMMON</b>									
6707-2022 Clubhouse Roof Replace	0.00	12,500.00	12,500.00	100.0	127,574.99	150,000.00	22,425.01	14.95	150,000.00
6711-2022 Clubhouse Cooling & He	0.00	2,500.00	2,500.00	100.0	0.00	30,000.00	30,000.00	100.0	30,000.00
<b>TOTAL OPER. EXPS-REC. CENTRE</b>	<b>0.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>100.0</b>	<b>127,574.99</b>	<b>180,000.00</b>	<b>52,425.01</b>	<b>29.13</b>	<b>180,000.00</b>
<b>TOTAL COMMON EXPENSES</b>	<b>8,446.08</b>	<b>15,291.63</b>	<b>6,845.55</b>	<b>44.77</b>	<b>157,908.74</b>	<b>183,500.00</b>	<b>25,591.26</b>	<b>13.95</b>	<b>183,500.00</b>
<b>TOTAL EXPENSES</b>	<b>245,843.59</b>	<b>42,375.00</b>	<b>-203,468.59</b>	<b>-480.1</b>	<b>470,842.25</b>	<b>508,500.00</b>	<b>37,657.75</b>	<b>7.41</b>	<b>508,500.00</b>
<b>NET INCOME (LOSS)</b>	<b>-187,444.78</b>	<b>11,068.51</b>	<b>-198,513.29</b>	<b>-1,793</b>	<b>245,580.73</b>	<b>132,823.00</b>	<b>112,757.73</b>	<b>84.89</b>	<b>132,823.00</b>
<b>REVENUE UTILITIES</b>									
<b>UTILITY EXPENSES</b>									

**Balance Sheet (Accrual)**  
**CHELSEA - Operations - 02 - (lms1416)**  
**February 2023**  
**AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2023**

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Prepared For:  
Strata Plan LMS1416  
Surrey, BC  
  
Surrey, BC

Prepared By:  
Crossroads Management Ltd.  
#215 - 7455 132nd Street  
Surrey, BC V3W 1J8  
Phone: 778-578-4445,

**ASSETS**

1010-0000 Petty Cash	212.35
1013-0000 Bank Shares	5.00
1020-0000 Bank - Westminster - Chequing	73,653.96
1027-0000 Bank - Water Surcharge	79,224.95
1028-1300 Bank - Golf Tournament Funds	3,228.16
1029-0000 Bank - Apt Utilities	37,700.24
1030-0000 Bank - Exercise Room	1,261.26
1040-0000 Bank - Social Committee	5,965.32
1300-0000 Accounts Receivable	2,868.62

**TOTAL ASSETS**

204,119.86

**LIABILITIES**

2010-0000 Accounts Payable	92,629.48
2017-0000 Social Committee Fund	5,965.32
2018-0000 Exercise Room	1,261.26
2019-0000 Golf Tournament Fund	3,228.16
2035-0000 Security Deposits	300.00
2170-0000 Vacation Payable	476.92
2250-0000 Pre-Paid Fees	618.97

**TOTAL LIABILITIES**

104,480.11

**OWNERS' EQUITY**

3500-0000 Net Income - Prior Years	10,769.46
3510-0000 Net Income - Current Year	43,867.50
3510-2000 Net Income - Utilities	22,706.95
3510-3000 Net Income - Water & Sewer	22,295.84

**TOTAL OWNERS' EQUITY**

99,639.75

**TOTAL LIABILITIES AND EQUITY**

204,119.86

Date: MAR 15 2023  
Accountant: [Signature]  
Property Manager: [Signature]

**Budget Comparison (Accrual)**  
**CHELSEA - Operations - 02 - (lms1416)**  
**February 2023**

**AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2023**

Prepared For:  
Strata Plan LMS1416  
Surrey, BC  
  
Surrey, BC

Prepared By:  
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#215 - 7455 132nd Street  
Surrey, BC V3W 1J8  
Phone: 778-578-4445,

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
<b>INCOME</b>									
4010-0000 Strata Fees	61,034.10	61,034.00	0.10	0.00	732,409.20	732,408.00	1.20	0.00	732,408.00
4012-0000 CRF Strata Fees - Apart	-16,829.42	-16,829.38	-0.04	0.00	-201,953.04	-201,953.00	-0.04	0.00	-201,953.00
4015-0000 Parking, Scooter & EV P	662.00	488.37	173.63	35.55	7,554.00	5,860.00	1,694.00	28.91	5,860.00
4022-0000 Move in/out	200.00	83.37	116.63	139.8	900.00	1,000.00	-100.00	-10.00	1,000.00
4025-0000 Prior Year Surplus (Defic	1,663.00	1,663.00	0.00	0.00	19,956.00	19,956.00	0.00	0.00	19,956.00
<b>TOTAL</b>	<b>46,729.68</b>	<b>46,439.36</b>	<b>290.32</b>	<b>0.63</b>	<b>558,866.16</b>	<b>557,271.00</b>	<b>1,595.16</b>	<b>0.29</b>	<b>557,271.00</b>
4030-0000 Strata Fees	116,015.17	116,015.13	0.04	0.00	1,392,182.04	1,392,182.00	0.04	0.00	1,392,182.00
4032-0000 CRF Strata Fees - Town	-36,614.17	-36,614.13	-0.04	0.00	-439,370.04	-439,370.00	-0.04	0.00	-439,370.00
4037-0000 Prior Year Surplus	2,685.58	2,685.62	-0.04	0.00	32,226.96	32,227.00	-0.04	0.00	32,227.00
<b>TOTAL</b>	<b>82,086.58</b>	<b>82,086.62</b>	<b>-0.04</b>	<b>0.00</b>	<b>985,038.96</b>	<b>985,039.00</b>	<b>-0.04</b>	<b>0.00</b>	<b>985,039.00</b>
<b>OTHER</b>									
4040-0000 Rental - Fireside Lounge	0.00	41.63	-41.63	-100.0	1,250.00	500.00	750.00	150.0	500.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	6,600.00	7,200.00	-600.00	-8.33	7,200.00
4050-0000 Rental - Guest Suites	0.00	583.37	-583.37	-100.0	14,685.00	7,000.00	7,685.00	109.7	7,000.00
4055-0000 R.V. Parking	950.00	733.37	216.63	29.54	11,040.00	8,800.00	2,240.00	25.45	8,800.00
4061-0000 Bylaw Fines	0.00	0.00	0.00	0	100.00	0.00	100.00	0	0.00
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	396.63	75.00	321.63	428.8	2,879.77	900.00	1,979.77	219.9	900.00
4066-0000 Remote Control Sale	0.00	141.63	-141.63	-100.0	2,255.00	1,700.00	555.00	32.65	1,700.00
4084-0000 Keys	0.00	0.00	0.00	0	90.00	0.00	90.00	0	0.00
<b>TOTAL OTHER</b>	<b>1,946.63</b>	<b>2,175.00</b>	<b>-228.37</b>	<b>-10.50</b>	<b>38,999.77</b>	<b>26,100.00</b>	<b>12,899.77</b>	<b>49.42</b>	<b>26,100.00</b>
<b>TOTAL INCOME</b>	<b>130,762.89</b>	<b>130,700.98</b>	<b>61.91</b>	<b>0.05</b>	<b>1,582,904.89</b>	<b>1,568,410.00</b>	<b>14,494.89</b>	<b>0.92</b>	<b>1,568,410.00</b>
6030-0000 Apt Janitor/Contract Ser	2,089.50	1,833.37	-256.13	-13.97	25,024.00	22,000.00	-3,024.00	-13.75	22,000.00
6208-0000 Building Maint. - Apartm	4,598.25	2,250.00	-2,348.25	-104.3	33,494.20	27,000.00	-6,494.20	-24.05	27,000.00
6215-0000 Equipment Maint.-Apart	4,853.25	5,000.00	146.75	2.94	65,264.79	60,000.00	-5,264.79	-8.77	60,000.00
6268-0050 Elevator Maint. - Apartm	1,259.85	1,483.37	223.52	15.07	16,185.00	17,800.00	1,615.00	9.07	17,800.00
6275-0000 Gate & Door Maint. - Ap	315.00	500.00	185.00	37.00	3,445.14	6,000.00	2,554.86	42.58	6,000.00
6279-0000 Garbage Pick-up - Apts.	1,908.46	2,583.37	674.91	26.13	22,015.84	31,000.00	8,984.16	28.98	31,000.00
<b>TOTAL EXPS. BEFORE UTILITIES</b>	<b>15,024.31</b>	<b>13,650.11</b>	<b>-1,374.20</b>	<b>-10.07</b>	<b>165,428.97</b>	<b>163,800.00</b>	<b>-1,628.97</b>	<b>-0.99</b>	<b>163,800.00</b>
<b>TOWNHOUSE EXPENSES</b>									
6315-0000 Building Maint. - Townho	175.00	5,166.63	4,991.63	96.61	52,952.18	62,000.00	9,047.82	14.59	62,000.00
6320-0000 Garbage Pick-up - Town	6,256.47	5,583.37	-673.10	-12.06	71,898.95	67,000.00	-4,898.95	-7.31	67,000.00
<b>TOTAL OPERATING EXPS. - T.H.</b>	<b>6,431.47</b>	<b>10,750.00</b>	<b>4,318.53</b>	<b>40.17</b>	<b>124,851.13</b>	<b>129,000.00</b>	<b>4,148.87</b>	<b>3.22</b>	<b>129,000.00</b>
<b>COMMON EXPENSES</b>									
<b>LANDSCAPING &amp; GROUNDS</b>									
6415-0000 Landscape Contract	12,134.72	12,333.37	198.65	1.61	145,320.67	148,000.00	2,679.33	1.81	148,000.00
6425-0000 Drainage Repair & Maint	0.00	1,666.63	1,666.63	100.0	13,459.81	20,000.00	6,540.19	32.70	20,000.00
6435-0000 Plant Replacement & Im	0.00	1,250.00	1,250.00	100.0	7,334.48	15,000.00	7,665.52	51.10	15,000.00
6440-0000 Irrigation System	0.00	333.37	333.37	100.0	1,886.95	4,000.00	2,113.05	52.83	4,000.00
6455-0000 Snow Removal	4,620.00	1,000.00	-3,620.00	-362.0	19,574.21	12,000.00	-7,574.21	-63.12	12,000.00
<b>TOTAL LANDS. &amp; GROUNDS</b>	<b>16,754.72</b>	<b>16,583.37</b>	<b>-171.35</b>	<b>-1.03</b>	<b>187,576.12</b>	<b>199,000.00</b>	<b>11,423.88</b>	<b>5.74</b>	<b>199,000.00</b>
<b>REPAIR &amp; MAINTENANCE- GENER</b>									
6510-0000 Repair & Maintenance	1,166.53	1,583.37	416.84	26.33	16,485.00	19,000.00	2,515.00	13.24	19,000.00
6515-0000 Equipment Rep. & Maint	331.34	1,250.00	918.66	73.49	8,517.56	15,000.00	6,482.44	43.22	15,000.00
6520-0000 Supplies Equipment - Co	834.62	466.63	-367.99	-78.86	2,266.21	5,600.00	3,333.79	59.53	5,600.00
6525-0000 Supplies Maintenance-C	0.00	375.00	375.00	100.0	803.17	4,500.00	3,696.83	82.15	4,500.00
6530-0000 Supplies Cleaning - Com	0.00	41.63	41.63	100.0	62.99	500.00	437.01	87.40	500.00
6535-0000 Enterphone and Security	934.28	791.63	-142.65	-18.02	6,007.38	9,500.00	3,492.62	36.76	9,500.00
6560-0000 Gate Repair & Maint. - C	672.00	250.00	-422.00	-168.8	2,862.72	3,000.00	137.28	4.58	3,000.00
6565-0000 Pest Control - Common	528.92	750.00	221.08	29.48	14,740.59	9,000.00	-5,740.59	-63.78	9,000.00
<b>TOTAL REPAIR &amp; MAINT.</b>	<b>4,467.69</b>	<b>5,508.26</b>	<b>1,040.57</b>	<b>18.89</b>	<b>51,745.62</b>	<b>66,100.00</b>	<b>14,354.38</b>	<b>21.72</b>	<b>66,100.00</b>

**Budget Comparison (Accrual)**  
**CHELSEA - Operations - 02 - (lms1416)**  
**February 2023**

**AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2023**

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
<b>UTILITIES</b>									
6576-0000 Electricity	130.10	191.63	61.53	32.11	1,998.17	2,300.00	301.83	13.12	2,300.00
6577-0000 Electricity Ponds - Com	683.38	433.37	-250.01	-57.69	4,877.38	5,200.00	322.62	6.20	5,200.00
6580-0000 Electricity Stream - Com	-78.97	733.37	812.34	110.77	6,981.26	8,800.00	1,818.74	20.67	8,800.00
6595-0000 Telephone Caretaker	95.20	150.00	54.80	36.53	1,488.92	1,800.00	311.08	17.28	1,800.00
<b>TOTAL UTILITIES</b>	<b>829.71</b>	<b>1,508.37</b>	<b>678.66</b>	<b>44.99</b>	<b>15,345.73</b>	<b>18,100.00</b>	<b>2,754.27</b>	<b>15.22</b>	<b>18,100.00</b>
<b>RV LOT EXPENSES</b>									
6640-0000 Repair & Maintenance -	0.00	125.00	125.00	100.0	597.11	1,500.00	902.89	60.19	1,500.00
6690-0000 Electricity - RV Lot	73.83	79.13	5.30	6.70	726.15	950.00	223.85	23.56	950.00
<b>TOTAL OPERATING EXPS-RV LOT</b>	<b>73.83</b>	<b>204.13</b>	<b>130.30</b>	<b>63.83</b>	<b>1,323.26</b>	<b>2,450.00</b>	<b>1,126.74</b>	<b>45.99</b>	<b>2,450.00</b>
<b>RECREATION CENTRE - COMMON</b>									
6710-0000 Bldg Repair & Maint-Rec	618.62	833.37	214.75	25.77	3,188.02	10,000.00	6,811.98	68.12	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	441.00	1,750.00	1,309.00	74.80	28,561.07	21,000.00	-7,561.07	-36.01	21,000.00
6715-0000 Lock Up Costs - Rec. Ce	270.00	83.37	-186.63	-223.8	1,260.00	1,000.00	-260.00	-26.00	1,000.00
6725-0000 Exercise Equip R & M-R	0.00	416.63	416.63	100.0	7,773.01	5,000.00	-2,773.01	-55.46	5,000.00
6730-0000 Workshop R & M-Rec. C	0.00	83.37	83.37	100.0	537.06	1,000.00	462.94	46.29	1,000.00
6735-0000 Pool Repair & Maint.-Re	0.00	666.63	666.63	100.0	8,949.87	8,000.00	-949.87	-11.87	8,000.00
6740-0000 Pool Supplies & Chemic	0.00	375.00	375.00	100.0	5,767.33	4,500.00	-1,267.33	-28.16	4,500.00
6750-0000 Cleaning Supplies-Rec.	0.00	183.37	183.37	100.0	1,988.68	2,200.00	211.32	9.61	2,200.00
6755-0000 Window & Carpet Cleani	0.00	83.37	83.37	100.0	0.00	1,000.00	1,000.00	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	2,499.57	1,904.13	-595.44	-31.27	20,676.66	22,850.00	2,173.34	9.51	22,850.00
6765-0000 Gas - Rec. Centre	3,523.02	1,600.00	-1,923.02	-120.1	22,154.60	19,200.00	-2,954.60	-15.39	19,200.00
<b>TOTAL OPER. EXPS-REC. CENTRE</b>	<b>7,352.21</b>	<b>7,979.24</b>	<b>627.03</b>	<b>7.86</b>	<b>100,856.30</b>	<b>95,750.00</b>	<b>-5,106.30</b>	<b>-5.33</b>	<b>95,750.00</b>
<b>SALARIES &amp; BENEFITS</b>									
6820-0000 Caretaker Salary and Be	4,583.34	5,000.00	416.66	8.33	73,211.22	60,000.00	-13,211.22	-22.02	60,000.00
6830-0000 Caretaker Assistant Wag	0.00	1,625.00	1,625.00	100.0	14,411.48	19,500.00	5,088.52	26.09	19,500.00
6865-0000 R. C. Janitor Wages and	1,680.00	1,833.37	153.37	8.37	20,160.00	22,000.00	1,840.00	8.36	22,000.00
6875-0000 Payroll Costs	894.99	935.00	40.01	4.28	12,122.68	11,220.00	-902.68	-8.05	11,220.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	683.04	1,500.00	816.96	54.46	1,500.00
<b>TOTAL SALARIES &amp; PAYROLL COS</b>	<b>7,158.33</b>	<b>9,518.37</b>	<b>2,360.04</b>	<b>24.79</b>	<b>120,588.42</b>	<b>114,220.00</b>	<b>-6,368.42</b>	<b>-5.58</b>	<b>114,220.00</b>
<b>OFFICE EXPENSES</b>									
6910-0000 Equipment Rep. & Maint	0.00	33.37	33.37	100.0	61.24	400.00	338.76	84.69	400.00
6915-0000 Supplies	0.00	75.00	75.00	100.0	497.49	900.00	402.51	44.72	900.00
6920-0000 Telephone & Cable - Offi	384.73	416.63	31.90	7.66	3,433.09	5,000.00	1,566.91	31.34	5,000.00
<b>TOTAL OFFICE EXPENSES</b>	<b>384.73</b>	<b>525.00</b>	<b>140.27</b>	<b>26.72</b>	<b>3,991.82</b>	<b>6,300.00</b>	<b>2,308.18</b>	<b>36.64</b>	<b>6,300.00</b>
<b>ADMINISTRATION</b>									
6970-0000 AGM Expenses - Admin.	525.00	416.63	-108.37	-26.01	2,395.66	5,000.00	2,604.34	52.09	5,000.00
6975-0000 Council Expenses - Adm	198.00	291.63	93.63	32.11	3,083.42	3,500.00	416.58	11.90	3,500.00
6980-0000 Legal Expenses	820.84	29.13	-791.71	-2,717	2,135.56	350.00	-1,785.56	-510.1	350.00
6984-0000 Postage and Printing	2,113.30	1,416.63	-696.67	-49.18	16,595.60	17,000.00	404.40	2.38	17,000.00
6985-0000 Insurance Appraisal	0.00	16.63	16.63	100.0	0.00	200.00	200.00	100.0	200.00
6990-0000 Insurance Premiums	54,596.00	54,596.00	0.00	0.00	655,152.00	655,152.00	0.00	0.00	655,152.00
6992-0000 Insurance Carrying Char	916.67	916.63	-0.04	0.00	11,000.04	11,000.00	-0.04	0.00	11,000.00
7000-0000 Management Fees	6,078.17	6,078.13	-0.04	0.00	72,938.04	72,938.00	-0.04	0.00	72,938.00
7010-0000 Property Taxes - Admin.	0.00	50.00	50.00	100.0	535.64	600.00	64.36	10.73	600.00
7020-0000 Security - Admin.	0.00	166.63	166.63	100.0	0.00	2,000.00	2,000.00	100.0	2,000.00
7023-0000 Emergency Preparednes	0.00	333.37	333.37	100.0	3,050.90	4,000.00	949.10	23.73	4,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	120.00	150.00	30.00	20.00	150.00
7030-0000 Strata Web Site	0.00	33.37	33.37	100.0	146.76	400.00	253.24	63.31	400.00
7051-0000 Statutory Financial Revi	0.00	116.63	116.63	100.0	176.40	1,400.00	1,223.60	87.40	1,400.00
<b>TOTAL ADMINISTRATION EXPENSE</b>	<b>65,257.98</b>	<b>64,473.91</b>	<b>-784.07</b>	<b>-1.22</b>	<b>767,330.02</b>	<b>773,690.00</b>	<b>6,359.98</b>	<b>0.82</b>	<b>773,690.00</b>
<b>TOTAL COMMON EXPENSES</b>	<b>102,279.20</b>	<b>106,300.65</b>	<b>4,021.45</b>	<b>3.78</b>	<b>1,248,757.29</b>	<b>1,275,610.00</b>	<b>26,852.71</b>	<b>2.11</b>	<b>1,275,610.00</b>
<b>TOTAL EXPENSES</b>	<b>123,734.98</b>	<b>130,700.76</b>	<b>6,965.78</b>	<b>5.33</b>	<b>1,539,037.39</b>	<b>1,568,410.00</b>	<b>29,372.61</b>	<b>1.87</b>	<b>1,568,410.00</b>
<b>NET INCOME (LOSS)</b>	<b>7,027.91</b>	<b>0.22</b>	<b>7,027.69</b>	<b>3,194,</b>	<b>43,867.50</b>	<b>0.00</b>	<b>43,867.50</b>	<b>0</b>	<b>0.00</b>
<b>REVENUE UTILITIES</b>									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	18,978.50	18,978.50	0.00	0.00	227,742.00	227,742.00	0.00	0.00	227,742.00
9262-0000 Utilities Interest Income	158.49	0.00	158.49	0	1,109.76	0.00	1,109.76	0	0.00

**Budget Comparison (Accrual)**  
**CHELSEA - Operations - 02 - (lms1416)**  
**February 2023**

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**AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2023**

	<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>
9264-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	-20,552.52	-20,552.00	-0.52	0.00	-20,552.00
Total Apartment Utilities	19,136.99	18,978.50	158.49	0.84	208,299.24	207,190.00	1,109.24	0.54	207,190.00
<b>UTILITY EXPENSES</b>									
<b>Hydro - Apartments</b>									
9360-0000 Electricity Kens & Mayfai	2,552.27	2,625.00	72.73	2.77	29,143.94	31,500.00	2,356.06	7.48	31,500.00
9365-0000 Electricity Windsor	2,181.11	1,666.63	-514.48	-30.87	18,192.69	20,000.00	1,807.31	9.04	20,000.00
Total Electricity - Apart.	4,733.38	4,291.63	-441.75	-10.29	47,336.63	51,500.00	4,163.37	8.08	51,500.00
<b>Gas - Apartments</b>									
9410-0000 Gas - Mayfair	3,061.37	2,673.37	-388.00	-14.51	29,886.23	32,080.00	2,193.77	6.84	32,080.00
9420-0000 Gas - Kensington	6,144.98	5,217.50	-927.48	-17.78	55,590.29	62,610.00	7,019.71	11.21	62,610.00
9430-0000 Gas - Windsor	5,786.94	5,083.37	-703.57	-13.84	52,779.14	61,000.00	8,220.86	13.48	61,000.00
Total Gas - Apartment	14,993.29	12,974.24	-2,019.05	-15.56	138,255.66	155,690.00	17,434.34	11.20	155,690.00
<b>TOTAL UTILITIES - APARTMENT</b>	<b>19,726.67</b>	<b>17,265.87</b>	<b>-2,460.80</b>	<b>-14.25</b>	<b>185,592.29</b>	<b>207,190.00</b>	<b>21,597.71</b>	<b>10.42</b>	<b>207,190.00</b>
<b>NET INCOME (LOSS) UTILITIES</b>	<b>-589.68</b>	<b>1,712.63</b>	<b>-2,302.31</b>	<b>-134.4</b>	<b>22,706.95</b>	<b>0.00</b>	<b>22,706.95</b>	<b>0</b>	<b>0.00</b>
<b>REVENUE - WATER INCOME</b>									
9650-0000 Water - Apartments	6,080.00	6,080.00	0.00	0.00	72,960.00	72,960.00	0.00	0.00	72,960.00
9700-0000 Water - Townhouses	8,892.00	8,892.00	0.00	0.00	106,704.00	106,704.00	0.00	0.00	106,704.00
9725-0000 Water - Interest Income	314.82	0.00	314.82	0	2,191.46	0.00	2,191.46	0	0.00
9745-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	6,319.85	6,320.00	-0.15	0.00	6,320.00
<b>TOTAL WATER INCOME</b>	<b>15,286.82</b>	<b>14,972.00</b>	<b>314.82</b>	<b>2.10</b>	<b>188,175.31</b>	<b>185,984.00</b>	<b>2,191.31</b>	<b>1.18</b>	<b>185,984.00</b>
<b>WATER EXPENSE</b>									
9850-0000 Water Usage	10,433.10	15,498.63	5,065.53	32.68	165,879.47	185,984.00	20,104.53	10.81	185,984.00
<b>TOTAL WATER</b>	<b>10,433.10</b>	<b>15,498.63</b>	<b>5,065.53</b>	<b>32.68</b>	<b>165,879.47</b>	<b>185,984.00</b>	<b>20,104.53</b>	<b>10.81</b>	<b>185,984.00</b>
<b>NET INCOME (LOSS) WATER</b>	<b>4,853.72</b>	<b>-526.63</b>	<b>5,380.35</b>	<b>1,021.</b>	<b>22,295.84</b>	<b>0.00</b>	<b>22,295.84</b>	<b>0</b>	<b>0.00</b>

## **CHELSEA GARDENS 2022/2023 PROPOSED OPERATING BUDGET**

The Treasurer has spent considerable time trying to develop a budget where the fee increases are minimized as much as possible. This was difficult due to large increases in costs for garbage collection, water and sewer rates, gas and electricity among others. In this package, the projected budget calls for an increase of 8% for the apartments and 13% for the townhouses. The projected budget incorporates the entire cost of strata insurance so no levy will be required. The Treasurer and Strata Council have spent considerable time trying to examine every expense category and ensure that we can continue pro-active maintenance while keeping costs under control. Council members are owners as well and keeping our strata fees low remains a priority.

The gross contribution to the Contingency Reserve Fund increases to \$801,654 this year. This is designed to minimize the possibility for future levies while still being able to provide for major capital costs that have been identified in the depreciation report. In that regard, it should be noted to all owners that there is hopefully no anticipated levy for roofing replacement (townhouses or apartments). The Strata Manager and some members of council have been contacted by concerned owners worried about this possibility. Our depreciation report indicates a healthy remaining lifespan of the roofing systems although the flat roofs and some sloped roofs are failing and a multi-year replacement program is underway.

### **EXPLANATORY NOTES:**

The budget is on two pages.

The first page has the INCOME statement and the APARTMENT UTILITY FUND and WATER FUND for both the actual (2022-2023) and proposed (2023-2024). The second page contains the EXPENSE statement for both the actual (2022-2023) and proposed (2023-2024).

On each page you will see columns for apartment (look under the **Apt** column) and townhouse (look under the **Thse** column). This is to show their income/expense and or their share of the common income/expense.

### **INCOME**

Income comes from the strata fees paid by the owners, rentals of strata facilities and other miscellaneous sources of income. The income called "**COM**" is shared between the apartments and the townhouses.

Strata fees (line 21) for the apartments are made up from line 1 - 3 (operations fees) and line 4 (Prior Year's Surplus/Deficit), line 18 (contingency fund), and lines 19 (apartment utility fund) and 20 (water fund). Strata fees (line 21) for the townhouses are made up from

lines 5 (operations fees) and line 6 (Prior year's Surplus/Deficit) and lines 18 (contingency fund) and 20 (water fund).

Apartments have income on lines 1, 2, and 3 and shared income on lines 7 to 16.

Townhouses have income on line 5 and shared income on lines 7 to 16.

## **EXPENSES**

The total operations expenses for the whole complex are located on lines 34 through 76.

To determine whether the apartments or the townhouses end up with a surplus or deficit at the end of the fiscal year we take the total operations (line 77) and see if it is more or less than the operations fees (line 17). The results of this line show up in next year's proposed budget on (line 4) for the **Apt** and on (line 6) for the **Thse**.

The apartment only expenses (lines 34 to 39) are used to maintain the apartment buildings in a proper manner for the owners of the apartments. These expenses are paid by the apartment owners only.

The townhouse only expenses (lines 40 & 41) are used to maintain the townhouse buildings in a proper manner for the owners of the townhouses. These expenses are paid by the townhouse owners only.

The expenses for the rest of the complex (lines 42 to 76) also known as common expenses are used to maintain the rest of the complex. These expenses are shared between apartments and townhouse owners.

The Rec. Center only expenses (lines 54 to 63) are used to maintain the recreational center complex building in a proper manner for all owners. This includes items such as the fireside lounge, pub area, library, exercise room and its equipment, the workshop and its equipment, the pool and spa, and the guest suites. These expenses are paid by both apartment and townhouse owners on a shared formula.

Common expenses are (lines 42 to 53 & lines 64 to 76) for the rest of the complex. This includes the maintenance of the grounds for enjoyment of all. This includes items such as landscaping services; maintenance of the fountains, ponds and streams; the drive and walk-through gates; to name a few. These expenses are paid by both apartment and townhouse owners on a shared formula.

Owners should be aware that the fiscal year of the Strata Corporation runs from March 1 to February 28<sup>th</sup>. As we hold the Annual General Meeting in April and only at that time approve an operating budget, the strata fees collected for the month of March and April are only at the previous year's level. When a new budget is passed and, if there is an increase in fees, then your first strata fee payment in May will be distorted, as it will also include the fee increase difference for the months of March and April. An example would

be as follows. If your prior year's strata fees were set at \$400.00 per month and the AGM approved an increase to take your fees to \$460.00 per month then you would see this type of activity on your bank account:

March 1<sup>st</sup> payment = \$400.00 at the old budget rate  
April 1<sup>st</sup> payment = \$400.00 at the old budget rate  
May 1<sup>st</sup> payment = \$580.00 which consists of the new \$460.00 approved fee plus \$120.00 for the March and April catch up amounts.  
June 1<sup>st</sup> payment = \$460.00....and for the balance of the fiscal year

**PLEASE NOTE**

1. If you pay your strata fees by pre-authorized payment then you need not do anything as CrossRoads Management will automatically apply the new fee schedule that is approved at the Annual General Meeting plus the "catch-up" amount for the month of March.
2. If you pay your strata fees by cheque, please provide CrossRoads Management a series of post-dated cheques for the full year (including March and April of 2023 plus the difference in fees for March and April, 2023).

Chelsea Gardens LMS1416  
Income and Expenses

	Actual 2022-2023				Proposed 2023-2024		
	Apt	Thse	Actual	Budget	Apt	Thse	Budget
<b>INCOME</b>							
1 Apt - Operations Fees	530,456		530,456	530,455	604,891		604,891
2 Apt - Parking & Scooter	7,554		7,554	5,860	7,500		7,500
3 Apt - Misc & Move In	900		900	1,000	1,000		1,000
4 Apt - Prior Years Surplus(Deficit)	19,956		19,956	19,956	12,485		12,485
5 Thse - Operations Fees		952,812	952,812	952,812		1,046,948	1,046,948
6 Thse - Prior Years Surplus(Deficit)		32,227	32,227	32,227		31,383	31,383
7 Com - Rental Fireside Lounge	394	856	1,250	500	252	548	800
8 Com - Caretaker Suite	2,078	4,522	6,600	7,200	2,267	4,933	7,200
9 Com - Guest Suites	4,624	10,061	14,685	7,000	2,834	6,166	9,000
10 Com - RV Parking	3,476	7,564	11,040	8,800	3,149	6,851	10,000
11 Com - Misc & Fines & Parking	31	69	100	0	0	0	0
13 Com - Dish & Cutlery Rental	31	69	100	0	0	0	0
14 Com - Interest Income	907	1,973	2,880	900	472	1,028	1,500
15 Com - Remote Control Sale	710	1,545	2,255	1,700	567	1,233	1,800
16 Com - Keys	28	62	90	0	0	0	0
17 <b>TOTAL Operations Income</b>	571,147	1,011,758	1,582,905	1,568,410	635,417	1,099,090	1,734,507
18 <b>CRF Fund Fees</b>	201,953	439,370	641,323	641,323	252,441	549,213	801,654
19 <b>Apt - Utility Fund Fees</b>	228,852		228,852	227,742	186,378		186,378
20 <b>Water Fund Fees</b>	11,835	17,309	29,144	31,500	69,120	101,088	170,208
21 <b>TOTAL Fees To Be Collected</b>	1,013,787	1,468,437	2,482,224	2,468,975	1,143,356	1,749,391	2,892,747
<b>APT UTILITIES</b>							
	APT		Actual	Budget	APT		Budget
22 Total Apt Utility Income	228,852		228,852	227,742	186,378		186,378
23 Prior Years Surplus(Deficit)	-20,553		-20,553	-20,552	22,707		22,707
24 <b>TOTAL INCOME</b>	208,299		208,299	207,190	209,085		209,085
25 Electricity	47,337		47,337	51,500	54,075		54,075
26 Gas	138,256		138,256	155,690	155,010		155,010
27 <b>TOTAL EXPENSES</b>	185,592		185,592	207,190	209,085		209,085
28 <b>Surplus(Deficit)</b>	22,707		22,707	0	0		0
<b>WATER FUND</b>							
	APT	TH	Actual	Budget	APT	TH	Budget
29 Total Water Income	73,850	108,006	181,855	179,664	69,120	101,088	170,208
30 Prior Years Surplus(Deficit)			6,320	6,320	9,054	13,242	22,296
31 <b>TOTAL INCOME</b>	73,850	108,006	188,175	185,984	78,174	114,330	192,504
32 <b>TOTAL COST</b>	67,362	98,517	165,879	185,984	78,174	114,330	192,504
33 <b>Surplus(Deficit)</b>			22,296	0			-0

**Chelsea Gardens LMS1416  
Income and Expenses**

	Actual 2022-2023				Proposed 2023-2024		
	Apt	Thse	Actual	Budget	Apt	Thse	Budget
34	Apt - Building Repair & Maintnce	33,494		33,494	27,000	40,000	40,000
35	Apt - Eqpt Repair & Maintnce	65,265		65,265	60,000	75,000	75,000
36	Apt - Elevators Repair & Maintnce	16,185		16,185	17,800	17,500	17,500
37	Apt - Gate/Door Repair & Maint.	3,445		3,445	6,000	6,000	6,000
38	Apt - Garbage	22,016		22,016	31,000	27,000	27,000
39	Apt - Janitorial Sevices	25,024		25,024	22,000	30,000	30,000
40	Thse - Building Repair & Maint.		52,952	52,952	62,000	62,000	62,000
41	Thse - Garbage		71,899	71,899	67,000	80,000	80,000
42	Com - Landscaping Services	45,761	99,559	145,321	148,000	53,533	116,467
43	Com - Landscaping Improvements	2,310	5,025	7,334	15,000	4,094	8,906
44	Com - Irrigation System	594	1,293	1,887	4,000	1,260	2,740
45	Com - Drainage Repair & Maint.	4,238	9,221	13,460	20,000	6,298	13,702
46	Com - Snow Removal	6,164	13,410	19,574	12,000	4,409	9,591
47	Com - Property Repair & Maint.	5,464	11,887	17,351	24,000	6,928	15,072
48	Com - Equipment Repair & Maint	3,396	7,388	10,784	20,600	5,668	12,332
49	Com - Pest Control	4,642	10,099	14,741	9,000	5,038	10,962
50	Com - Gate Repair & Maint	901	1,961	2,863	3,000	1,102	2,398
51	Com - Caretaker(s) Salaries&Ben.	31,410	68,336	99,745	90,720	28,813	62,687
52	Com - Utilities	4,364	9,493	13,857	16,300	5,290	11,510
53	Com - RV Lot Expenses	417	907	1,323	2,450	772	1,678
54	Rec Cen - Building Repair & Maint.	1,630	3,547	5,177	13,200	3,842	8,358
55	Rec Cen - Eqpt Repair & Maint.	8,994	19,567	28,561	21,000	7,873	17,128
56	Rec Cen - Janitorial Services	6,348	13,812	20,160	22,000	6,928	15,072
57	Rec Cen - Utilities	13,488	29,344	42,831	42,050	15,745	34,255
58	Rec Cen - Lock Up Costs.	397	863	1,260	1,000	661	1,439
59	Rec Cen - Pool & Hot Tub Maint.	4,634	10,083	14,717	12,500	4,566	9,934
60	Rec Cen - Exersise Eqpt R & M	2,448	5,325	7,773	5,000	3,779	8,221
61	Rec Cen - Guest Suites Telephones	0	0	0	0	0	0
62	Rec Cen - Workshop R & M	169	368	537	1,000	315	685
63	Rec Cen - Office Expenses	1,726	3,755	5,481	8,100	2,267	4,933
64	Com - Workers Compensation Board	215	468	683	1,500	472	1,028
65	Com - Accting, Bookkping, Audit	93	203	296	1,550	488	1,062
66	Com - AGM/SGM Expenses	754	1,641	2,396	5,000	1,575	3,426
67	Com - Postage & Printing	5,226	11,370	16,596	17,000	5,353	11,647
68	Com - Council Expenses	971	2,112	3,083	3,500	1,102	2,398
69	Com - Legal Expenses	672	1,463	2,136	350	1,417	3,083
70	Com - Insurance Costs	209,771	456,381	666,152	666,352	228,710	497,584
71	Com - Management Fees	22,968	49,970	72,938	72,938	26,408	57,455
72	Com - Property Taxes	169	367	536	600	205	445
73	Com - Security & Enterphone	1,892	4,116	6,007	11,500	3,621	7,879
74	Com - Strata Web Site	46	101	147	400	126	274
75	Com - Misc, Permits, Memberships	0	0	0	0	0	0
76	Com - Emergency Preparedness	961	2,090	3,051	4,000	1,260	2,740
77	TOTAL Operations	558,663	980,375	1,539,037	1,568,410	635,418	1,099,089
78	Operations - Surplus(Deficit)	12,485	31,383	43,867	0	-0	0

CHELSEA GARDENS  
 STRATA FEE SCHEDULE  
 MARCH 1, 2023 - FEBRUARY 29, 2024  
 MAYFAIR - 13870 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	APT. UTILITIES	CONTINGENCY RESERVE	WATER LEVY	STRATA FEES
101-1	73	829	\$247.56	\$76.28	\$103.31	36.00	\$463.15
102-1	72	1118	\$333.86	\$102.87	\$139.33	36.00	\$612.06
103-1	71	1118	\$333.86	\$102.87	\$139.33	36.00	\$612.06
104-1	70	1058	\$315.94	\$97.35	\$131.85	36.00	\$581.14
105-1	69	1120	\$334.46	\$103.05	\$139.58	36.00	\$613.09
106-1	68	1117	\$333.56	\$102.78	\$139.21	36.00	\$611.54
107-1	75	1117	\$333.56	\$102.78	\$139.21	36.00	\$611.54
108-1	74	697	\$208.14	\$64.13	\$86.86	36.00	\$395.13
201-1	81	829	\$247.56	\$76.28	\$103.31	36.00	\$463.15
202-1	80	1118	\$333.86	\$102.87	\$139.33	36.00	\$612.06
203-1	79	1118	\$333.86	\$102.87	\$139.33	36.00	\$612.06
204-1	78	1058	\$315.94	\$97.35	\$131.85	36.00	\$581.14
205-1	77	1132	\$338.04	\$104.16	\$141.07	36.00	\$619.27
206-1	76	1117	\$333.56	\$102.78	\$139.21	36.00	\$611.54
207-1	83	1117	\$333.56	\$102.78	\$139.21	36.00	\$611.54
208-1	82	697	\$208.14	\$64.13	\$86.86	36.00	\$395.13
301-1	89	829	\$247.56	\$76.28	\$103.31	36.00	\$463.15
302-1	88	1118	\$333.86	\$102.87	\$139.33	36.00	\$612.06
303-1	87	1118	\$333.86	\$102.87	\$139.33	36.00	\$612.06
304-1	86	1058	\$315.94	\$97.35	\$131.85	36.00	\$581.14
305-1	85	1132	\$338.04	\$104.16	\$141.07	36.00	\$619.27
306-1	84	1117	\$333.56	\$102.78	\$139.21	36.00	\$611.54
307-1	91	1117	\$333.56	\$102.78	\$139.21	36.00	\$611.54
308-1	90	697	\$208.14	\$64.13	\$86.86	36.00	\$395.13
401-1	97	829	\$247.56	\$76.28	\$103.31	36.00	\$463.15
402-1	96	1110	\$331.47	\$102.13	\$138.33	36.00	\$607.93
403-1	95	1110	\$331.47	\$102.13	\$138.33	36.00	\$607.93
404-1	94	1058	\$315.94	\$97.35	\$131.85	36.00	\$581.14
405-1	93	1132	\$338.04	\$104.16	\$141.07	36.00	\$619.27
406-1	92	1110	\$331.47	\$102.13	\$138.33	36.00	\$607.93
407-1	99	1110	\$331.47	\$102.13	\$138.33	36.00	\$607.93
408-1	98	697	\$208.14	\$64.13	\$86.86	36.00	\$395.13
		32702					
			\$117,186.19	\$36,107.21	\$48,905.67	\$13,824.00	\$216,023.07

CHELSEA GARDENS  
 STRATA FEE SCHEDULE  
 MARCH 1, 2023 - FEBRUARY 29, 2024  
 WINDSOR - 13880 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	APT. UTILITIES	CONTINGENCY RESERVE	WATER LEVY	STRATA FEES
117-3	326	847	\$252.93	\$77.93	\$105.56	36.00	\$472.42
118-3	325	1374	\$410.31	\$126.42	\$171.23	36.00	\$743.97
119-3	324	1212	\$361.93	\$111.52	\$151.04	36.00	\$660.49
120-3	339	1211	\$361.63	\$111.42	\$150.92	36.00	\$659.98
121-3	338	1375	\$410.61	\$126.51	\$171.36	36.00	\$744.48
122-3	337	843	\$251.74	\$77.57	\$105.06	36.00	\$470.36
123-3	336	1104	\$329.68	\$101.58	\$137.59	36.00	\$604.85
124-3	335	1219	\$364.02	\$112.16	\$151.92	36.00	\$664.10
125-3	334	705	\$210.53	\$64.87	\$87.86	36.00	\$399.26
126-3	333	1060	\$316.54	\$97.53	\$132.10	36.00	\$582.18
127-3	332	855	\$255.32	\$78.67	\$106.55	36.00	\$476.55
128-3	331	1218	\$363.72	\$112.07	\$151.79	36.00	\$663.59
129-3	330	1227	\$366.41	\$112.90	\$152.91	36.00	\$668.22
130-3	329	705	\$210.53	\$64.87	\$87.86	36.00	\$399.26
131-3	328	1124	\$335.65	\$103.42	\$140.08	36.00	\$615.15
132-3	327	1257	\$375.37	\$115.66	\$156.65	36.00	\$683.68
217-3	342	847	\$252.93	\$77.93	\$105.56	36.00	\$472.42
218-3	341	1374	\$410.31	\$126.42	\$171.23	36.00	\$743.97
219-3	340	1212	\$361.93	\$111.52	\$151.04	36.00	\$660.49
220-3	355	1211	\$361.63	\$111.42	\$150.92	36.00	\$659.98
221-3	354	1375	\$410.61	\$126.51	\$171.36	36.00	\$744.48
222-3	353	850	\$253.83	\$78.21	\$105.93	36.00	\$473.97
223-3	352	1104	\$329.68	\$101.58	\$137.59	36.00	\$604.85
224-3	351	1219	\$364.02	\$112.16	\$151.92	36.00	\$664.10
225-3	350	705	\$210.53	\$64.87	\$87.86	36.00	\$399.26
226-3	349	1060	\$316.54	\$97.53	\$132.10	36.00	\$582.18
227-3	348	855	\$255.32	\$78.67	\$106.55	36.00	\$476.55
228-3	347	1218	\$363.72	\$112.07	\$151.79	36.00	\$663.59
229-3	346	1227	\$366.41	\$112.90	\$152.91	36.00	\$668.22
230-3	345	705	\$210.53	\$64.87	\$87.86	36.00	\$399.26
231-3	344	1124	\$335.65	\$103.42	\$140.08	36.00	\$615.15
232-3	343	1257	\$375.37	\$115.66	\$156.65	36.00	\$683.68
317-3	358	847	\$252.93	\$77.93	\$105.56	36.00	\$472.42
318-3	357	1374	\$410.31	\$126.42	\$171.23	36.00	\$743.97
319-3	356	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.58
320-3	371	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.58
321-3	370	1375	\$410.61	\$126.51	\$171.36	36.00	\$744.48
322-3	369	850	\$253.83	\$78.21	\$105.93	36.00	\$473.97
323-3	368	1104	\$329.68	\$101.58	\$137.59	36.00	\$604.85
324-3	367	1219	\$364.02	\$112.16	\$151.92	36.00	\$664.10
325-3	366	705	\$210.53	\$64.87	\$87.86	36.00	\$399.26
326-3	365	1060	\$316.54	\$97.53	\$132.10	36.00	\$582.18
327-3	364	855	\$255.32	\$78.67	\$106.55	36.00	\$476.55
328-3	363	1122	\$335.06	\$103.24	\$139.83	36.00	\$614.12
329-3	362	1130	\$337.45	\$103.97	\$140.83	36.00	\$618.24
330-3	361	705	\$210.53	\$64.87	\$87.86	36.00	\$399.26
331-3	360	1124	\$335.65	\$103.42	\$140.08	36.00	\$615.15
332-3	359	1257	\$375.37	\$115.66	\$156.65	36.00	\$683.68

CHELSEA GARDENS  
 STRATA FEE SCHEDULE  
 MARCH 1, 2023 - FEBRUARY 29, 2024  
 WINDSOR - 13880 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	APT. UTILITIES	CONTINGENCY RESERVE	WATER LEVY	STRATA FEES
417-3	374	847	\$252.93	\$77.93	\$105.56	36.00	\$472.42
418-3	373	1374	\$410.31	\$126.42	\$171.23	36.00	\$743.96
419-3	372	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.57
420-3	387	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.57
421-3	386	1375	\$410.60	\$126.51	\$171.36	36.00	\$744.48
422-3	385	850	\$253.83	\$78.21	\$105.93	36.00	\$473.97
423-3	384	1104	\$329.68	\$101.58	\$137.59	36.00	\$604.84
424-3	383	1219	\$364.02	\$112.16	\$151.92	36.00	\$664.10
425-3	382	705	\$210.53	\$64.87	\$87.86	36.00	\$399.26
426-3	381	1060	\$316.54	\$97.53	\$132.10	36.00	\$582.17
427-3	380	855	\$255.32	\$78.67	\$106.55	36.00	\$476.54
428-3	379	1122	\$335.05	\$103.24	\$139.83	36.00	\$614.12
429-3	378	1130	\$337.44	\$103.97	\$140.83	36.00	\$618.24
430-3	377	705	\$210.53	\$64.87	\$87.86	36.00	\$399.26
431-3	376	1124	\$335.65	\$103.42	\$140.08	36.00	\$615.15
432-3	375	1279	\$381.94	\$117.68	\$159.39	36.00	\$695.01
		68631					\$452,000.76
			<b>\$245,938.02</b>	<b>\$75,777.45</b>	<b>\$102,637.30</b>	<b>\$27,648.00</b>	<b>\$452,000.76</b>

CHELSEA GARDENS  
STRATA FEE SCHEDULE  
MARCH 1, 2023 - FEBRUARY 29, 2024  
KENSINGTON - 13860 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	APT. UTILITIES	CONTINGENCY RESERVE	WATER LEVY	STRATA FEES
101-2	165	701	\$209.33	\$64.50	\$87.36	36.00	\$397.19
102-2	164	1469	\$438.67	\$135.16	\$183.07	36.00	\$792.91
103-2	163	698	\$208.44	\$64.22	\$86.99	36.00	\$395.65
104-2	162	1207	\$360.44	\$111.06	\$150.42	36.00	\$657.91
105-2	177	1207	\$360.44	\$111.06	\$150.42	36.00	\$657.91
106-2	176	698	\$208.44	\$64.22	\$86.99	36.00	\$395.65
107-2	175	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.57
108-2	174	1452	\$433.60	\$133.60	\$180.95	36.00	\$784.15
109-2	173	1365	\$407.62	\$125.59	\$170.11	36.00	\$739.33
110-2	172	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.57
111-2	171	778	\$232.33	\$71.58	\$96.96	36.00	\$436.87
112-2	170	1207	\$360.44	\$111.06	\$150.42	36.00	\$657.91
113-2	169	1115	\$332.96	\$102.59	\$138.96	36.00	\$610.51
114-2	168	778	\$232.33	\$71.58	\$96.96	36.00	\$436.87
115-2	167	1375	\$410.60	\$126.51	\$171.36	36.00	\$744.48
116-2	166	764	\$228.15	\$70.30	\$95.21	36.00	\$429.66
201-2	181	701	\$209.33	\$64.50	\$87.36	36.00	\$397.19
202-2	180	1469	\$438.67	\$135.16	\$183.07	36.00	\$792.91
203-2	179	698	\$208.44	\$64.22	\$86.99	36.00	\$395.65
204-2	178	1207	\$360.44	\$111.06	\$150.42	36.00	\$657.91
205-2	193	1207	\$360.44	\$111.06	\$150.42	36.00	\$657.91
206-2	192	698	\$208.44	\$64.22	\$86.99	36.00	\$395.65
207-2	191	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.57
208-2	190	1452	\$433.60	\$133.60	\$180.95	36.00	\$784.15
209-2	189	1365	\$407.62	\$125.59	\$170.11	36.00	\$739.33
210-2	188	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.57
211-2	187	778	\$232.33	\$71.58	\$96.96	36.00	\$436.87
212-2	186	1207	\$360.44	\$111.06	\$150.42	36.00	\$657.91
213-2	185	1115	\$332.96	\$102.59	\$138.96	36.00	\$610.51
214-2	184	778	\$232.33	\$71.58	\$96.96	36.00	\$436.87
215-2	183	1375	\$410.60	\$126.51	\$171.36	36.00	\$744.48
216-2	182	764	\$228.15	\$70.30	\$95.21	36.00	\$429.66
301-2	197	701	\$209.33	\$64.50	\$87.36	36.00	\$397.19
302-2	196	1469	\$438.67	\$135.16	\$183.07	36.00	\$792.91
303-2	195	698	\$208.44	\$64.22	\$86.99	36.00	\$395.65
304-2	194	1117	\$333.56	\$102.78	\$139.21	36.00	\$611.54
305-2	209	1117	\$333.56	\$102.78	\$139.21	36.00	\$611.54
306-2	208	698	\$208.44	\$64.22	\$86.99	36.00	\$395.65
307-2	207	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.57
308-2	206	1452	\$433.60	\$133.60	\$180.95	36.00	\$784.15
309-2	205	1365	\$407.62	\$125.59	\$170.11	36.00	\$739.33
310-2	204	1119	\$334.16	\$102.96	\$139.45	36.00	\$612.57
311-2	203	778	\$232.33	\$71.58	\$96.96	36.00	\$436.87
312-2	202	1115	\$332.96	\$102.59	\$138.96	36.00	\$610.51
313-2	201	1115	\$332.96	\$102.59	\$138.96	36.00	\$610.51
314-2	200	778	\$232.33	\$71.58	\$96.96	36.00	\$436.87
315-2	199	1375	\$410.60	\$126.51	\$171.36	36.00	\$744.48
316-2	198	764	\$228.15	\$70.30	\$95.21	36.00	\$429.66



CHELSEA GARDENS  
 STRATA FEE SCHEDULE  
 MARCH 1, 2023 - FEBRUARY 28, 2024  
 TOWNHOMES - 13888 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
101	25	1439	341.92	179.37	36.00	\$557.28
102	26	1762	418.67	219.63	36.00	\$674.29
103	24	1762	418.67	219.63	36.00	\$674.29
104	23	1439	341.92	179.37	36.00	\$557.28
105	284	1426	338.83	177.75	36.00	\$552.58
106	285	1609	382.31	200.56	36.00	\$618.87
107	287	1631	387.54	203.30	36.00	\$626.84
108	286	1453	345.25	181.11	36.00	\$562.36
109	289	1611	382.79	200.80	36.00	\$619.59
110	288	1426	338.83	177.75	36.00	\$552.58
111	290	1429	339.54	178.12	36.00	\$553.66
112	291	1608	382.07	200.43	36.00	\$618.51
113	293	1608	382.07	200.43	36.00	\$618.51
114	292	1429	339.54	178.12	36.00	\$553.66
115	312	1443	342.87	179.86	36.00	\$558.73
116	313	1764	419.14	219.88	36.00	\$675.02
117	315	1629	387.06	203.05	36.00	\$626.11
118	314	1455	345.72	181.36	36.00	\$563.08
119	317	1761	418.43	219.50	36.00	\$673.93
120	316	1443	342.87	179.86	36.00	\$558.73
121	294	1443	342.87	179.86	36.00	\$558.73
122	295	1760	418.19	219.38	36.00	\$673.57
123	296	1454	345.48	181.24	36.00	\$562.72
124	297	1629	387.06	203.05	36.00	\$626.11
125	299	1762	418.67	219.63	36.00	\$674.29
126	298	1443	342.87	179.86	36.00	\$558.73
127	318	1443	342.87	179.86	36.00	\$558.73
128	319	1764	419.14	219.88	36.00	\$675.02
129	321	1628	386.83	202.92	36.00	\$625.75
130	320	1455	345.72	181.36	36.00	\$563.08
131	323	1762	418.67	219.63	36.00	\$674.29
132	322	1443	342.87	179.86	36.00	\$558.73
133	300	1443	342.87	179.86	36.00	\$558.73
134	301	1760	418.19	219.38	36.00	\$673.57
135	302	1454	345.48	181.24	36.00	\$562.72
136	303	1630	387.30	203.17	36.00	\$626.48
137	305	1763	418.90	219.75	36.00	\$674.66
138	304	1443	342.87	179.86	36.00	\$558.73
139	306	1426	338.83	177.75	36.00	\$552.58
140	307	1610	382.55	200.68	36.00	\$619.23
141	309	1630	387.30	203.17	36.00	\$626.48
142	308	1454	345.48	181.24	36.00	\$562.72
143	311	1613	383.26	201.05	36.00	\$620.32
144	310	1426	338.83	177.75	36.00	\$552.58
145	388	1429	339.54	178.12	36.00	\$553.66
146	389	1608	382.07	200.43	36.00	\$618.51
147	391	1608	382.07	200.43	36.00	\$618.51
148	390	1429	339.54	178.12	36.00	\$553.66
149	392	1429	339.54	178.12	36.00	\$553.66

CHELSEA GARDENS  
STRATA FEE SCHEDULE  
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TOWNHOMES - 13888 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
150	393	1608	382.07	200.43	36.00	\$618.51
151	395	1608	382.07	200.43	36.00	\$618.51
152	394	1429	339.54	178.12	36.00	\$553.66
153	48	1443	342.87	179.86	36.00	\$558.73
154	49	1763	418.90	219.75	36.00	\$674.66
155	47	1630	387.30	203.17	36.00	\$626.48
156	46	1453	345.25	181.11	36.00	\$562.36
157	45	1760	418.19	219.38	36.00	\$673.57
158	44	1443	342.87	179.86	36.00	\$558.73
159	282	1443	342.87	179.86	36.00	\$558.73
160	283	1763	418.90	219.75	36.00	\$674.66
161	281	1764	419.14	219.88	36.00	\$675.02
162	280	1444	343.11	179.99	36.00	\$559.10
163	42	1426	338.83	177.75	36.00	\$552.58
164	43	1613	383.26	201.05	36.00	\$620.32
165	40	1453	345.25	181.11	36.00	\$562.36
166	41	1631	387.54	203.30	36.00	\$626.84
167	39	1613	383.26	201.05	36.00	\$620.32
168	38	1426	338.83	177.75	36.00	\$552.58
169	50	1443	342.87	179.86	36.00	\$558.73
170	51	1763	418.90	219.75	36.00	\$674.66
171	52	1453	345.25	181.11	36.00	\$562.36
172	53	1630	387.30	203.17	36.00	\$626.48
173	55	1760	418.19	219.38	36.00	\$673.57
174	54	1444	343.11	179.99	36.00	\$559.10
175	56	1443	342.87	179.86	36.00	\$558.73
176	57	1763	418.90	219.75	36.00	\$674.66
177	59	1763	418.90	219.75	36.00	\$674.66
178	58	1443	342.87	179.86	36.00	\$558.73
179	36	1443	342.87	179.86	36.00	\$558.73
180	37	1763	418.90	219.75	36.00	\$674.66
181	35	1763	418.90	219.75	36.00	\$674.66
182	34	1443	342.87	179.86	36.00	\$558.73
183	32	1443	342.87	179.86	36.00	\$558.73
184	33	1763	418.90	219.75	36.00	\$674.66
185	31	1630	387.30	203.17	36.00	\$626.48
186	30	1453	345.25	181.11	36.00	\$562.36
187	29	1760	418.19	219.38	36.00	\$673.57
188	28	1443	342.87	179.86	36.00	\$558.73
189	60	1429	339.54	178.12	36.00	\$553.66
190	61	1608	382.07	200.43	36.00	\$618.51
191	63	1608	382.07	200.43	36.00	\$618.51
192	62	1429	339.54	178.12	36.00	\$553.66
193	64	1443	342.87	179.86	36.00	\$558.73
194	65	1763	418.90	219.75	36.00	\$674.66
195	67	1763	418.90	219.75	36.00	\$674.66
196	66	1443	342.87	179.86	36.00	\$558.73
197	21	1424	338.35	177.50	36.00	\$551.85
198	22	1603	380.89	199.81	36.00	\$616.69
199	20	1626	386.35	202.67	36.00	\$625.03
200	19	1483	352.37	184.85	36.00	\$573.22

CHELSEA GARDENS  
 STRATA FEE SCHEDULE  
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 TOWNHOMES - 13888 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
201	18	1758	417.72	219.13	36.00	\$672.84
202	17	1439	341.92	179.37	36.00	\$557.28
203	11	1439	341.92	179.37	36.00	\$557.28
204	12	1758	417.72	219.13	36.00	\$672.84
205	13	1482	352.14	184.73	36.00	\$572.86
206	14	1617	384.21	201.55	36.00	\$621.77
207	16	1761	418.43	219.50	36.00	\$673.93
208	15	1439	341.92	179.37	36.00	\$557.28
209	100	1443	342.87	179.86	36.00	\$558.73
210	101	1763	418.90	219.75	36.00	\$674.66
211	103	1763	418.90	219.75	36.00	\$674.66
212	102	1443	342.87	179.86	36.00	\$558.73
213	104	1429	339.54	178.12	36.00	\$553.66
214	105	1608	382.07	200.43	36.00	\$618.51
215	107	1608	382.07	200.43	36.00	\$618.51
216	106	1429	339.54	178.12	36.00	\$553.66
217	132	1443	342.87	179.86	36.00	\$558.73
218	133	1763	418.90	219.75	36.00	\$674.66
219	131	1630	387.30	203.17	36.00	\$626.48
220	130	1453	345.25	181.11	36.00	\$562.36
221	129	1760	418.19	219.38	36.00	\$673.57
222	128	1443	342.87	179.86	36.00	\$558.73
223	126	1443	342.87	179.86	36.00	\$558.73
224	127	1763	418.90	219.75	36.00	\$674.66
225	125	1763	418.90	219.75	36.00	\$674.66
226	124	1443	342.87	179.86	36.00	\$558.73
227	108	1443	342.87	179.86	36.00	\$558.73
228	109	1764	419.14	219.88	36.00	\$675.02
229	111	1764	419.14	219.88	36.00	\$675.02
230	110	1443	342.87	179.86	36.00	\$558.73
231	112	1443	342.87	179.86	36.00	\$558.73
232	113	1761	418.43	219.50	36.00	\$673.93
233	114	1453	345.25	181.11	36.00	\$562.36
234	115	1630	387.30	203.17	36.00	\$626.48
235	117	1764	419.14	219.88	36.00	\$675.02
236	116	1443	342.87	179.86	36.00	\$558.73
237	122	1426	338.83	177.75	36.00	\$552.58
238	123	1613	383.26	201.05	36.00	\$620.32
239	120	1453	345.25	181.11	36.00	\$562.36
240	121	1631	387.54	203.30	36.00	\$626.84
241	119	1613	383.26	201.05	36.00	\$620.32
242	118	1426	338.83	177.75	36.00	\$552.58
243	278	1424	338.35	177.50	36.00	\$551.85
244	279	1617	384.21	201.55	36.00	\$621.77
245	276	1453	345.25	181.11	36.00	\$562.36
246	277	1631	387.54	203.30	36.00	\$626.84
247	275	1613	383.26	201.05	36.00	\$620.32
248	274	1389	330.04	173.13	36.00	\$539.17
249	272	1443	342.87	179.86	36.00	\$558.73
250	273	1763	418.90	219.75	36.00	\$674.66
251	271	1763	418.90	219.75	36.00	\$674.66

CHELSEA GARDENS  
STRATA FEE SCHEDULE  
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TOWNHOMES - 13888 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
252	270	1444	343.11	179.99	36.00	\$559.10
253	268	1443	342.87	179.86	36.00	\$558.73
254	269	1770	420.57	220.62	36.00	\$677.19
255	267	1632	387.78	203.42	36.00	\$627.20
256	266	1452	345.01	180.99	36.00	\$561.99
257	265	1760	418.19	219.38	36.00	\$673.57
258	264	1443	342.87	179.86	36.00	\$558.73
259	262	1443	342.87	179.86	36.00	\$558.73
260	263	1764	419.14	219.88	36.00	\$675.02
261	261	1763	418.90	219.75	36.00	\$674.66
262	260	1443	342.87	179.86	36.00	\$558.73
263	240	1445	343.34	180.11	36.00	\$559.46
264	241	1766	419.62	220.12	36.00	\$675.74
265	239	1766	419.62	220.12	36.00	\$675.74
266	238	1445	343.34	180.11	36.00	\$559.46
267	242	1425	338.59	177.62	36.00	\$552.21
268	243	1614	383.50	201.18	36.00	\$620.68
269	245	1631	387.54	203.30	36.00	\$626.84
270	244	1453	345.25	181.11	36.00	\$562.36
271	247	1611	382.79	200.80	36.00	\$619.59
272	246	1424	338.35	177.50	36.00	\$551.85
273	236	1443	342.87	179.86	36.00	\$558.73
274	237	1763	418.90	219.75	36.00	\$674.66
275	235	1630	387.30	203.17	36.00	\$626.48
276	234	1453	345.25	181.11	36.00	\$562.36
277	233	1760	418.19	219.38	36.00	\$673.57
278	232	1442	342.63	179.74	36.00	\$558.37
279	248	1443	342.87	179.86	36.00	\$558.73
280	249	1761	418.43	219.50	36.00	\$673.93
281	250	1453	345.25	181.11	36.00	\$562.36
282	251	1630	387.30	203.17	36.00	\$626.48
283	253	1764	419.14	219.88	36.00	\$675.02
284	252	1443	342.87	179.86	36.00	\$558.73
285	230	1443	342.87	179.86	36.00	\$558.73
286	231	1764	419.14	219.88	36.00	\$675.02
287	229	1630	387.30	203.17	36.00	\$626.48
288	228	1453	345.25	181.11	36.00	\$562.36
289	227	1761	418.43	219.50	36.00	\$673.93
290	226	1443	342.87	179.86	36.00	\$558.73
291	254	1443	342.87	179.86	36.00	\$558.73
292	255	1761	418.43	219.50	36.00	\$673.93
293	256	1453	345.25	181.11	36.00	\$562.36
294	257	1630	387.30	203.17	36.00	\$626.48
295	259	1764	419.14	219.88	36.00	\$675.02
296	258	1443	342.87	179.86	36.00	\$558.73
297	150	1443	342.87	179.86	36.00	\$558.73
298	151	1763	418.90	219.75	36.00	\$674.66
299	149	1630	387.30	203.17	36.00	\$626.48
300	148	1453	345.25	181.11	36.00	\$562.36
301	147	1760	418.19	219.38	36.00	\$673.57
302	146	1443	342.87	179.86	36.00	\$558.73

CHELSEA GARDENS  
 STRATA FEE SCHEDULE  
 MARCH 1, 2023 - FEBRUARY 28, 2024  
 TOWNHOMES - 13888 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
303	152	1429	339.54	178.12	36.00	\$553.66
304	153	1608	382.07	200.43	36.00	\$618.51
305	155	1608	382.07	200.43	36.00	\$618.51
306	154	1429	339.54	178.12	36.00	\$553.66
307	144	1443	342.87	179.86	36.00	\$558.73
308	145	1764	419.14	219.88	36.00	\$675.02
309	143	1630	387.30	203.17	36.00	\$626.48
310	142	1453	345.25	181.11	36.00	\$562.36
311	141	1761	418.43	219.50	36.00	\$673.93
312	140	1443	342.87	179.86	36.00	\$558.73
313	156	1426	338.83	177.75	36.00	\$552.58
314	157	1614	383.50	201.18	36.00	\$620.68
315	159	1631	387.54	203.30	36.00	\$626.84
316	158	1453	345.25	181.11	36.00	\$562.36
317	161	1613	383.26	201.05	36.00	\$620.32
318	160	1426	338.83	177.75	36.00	\$552.58
319	5	1442	342.63	179.74	36.00	\$558.37
320	6	1765	419.38	220.00	36.00	\$675.38
321	4	1630	387.30	203.17	36.00	\$626.48
322	3	1453	345.25	181.11	36.00	\$562.36
323	2	1762	418.67	219.63	36.00	\$674.29
324	1	1442	342.63	179.74	36.00	\$558.37
325	9	1439	341.92	179.37	36.00	\$557.28
326	10	1762	418.67	219.63	36.00	\$674.29
327	8	1762	418.67	219.63	36.00	\$674.29
328	7	1439	341.92	179.37	36.00	\$557.28
329	138	1443	342.87	179.86	36.00	\$558.73
330	139	1763	418.90	219.75	36.00	\$674.66
331	137	1630	387.30	203.17	36.00	\$626.48
332	136	1453	345.25	181.11	36.00	\$562.36
333	135	1760	418.19	219.38	36.00	\$673.57
334	134	1443	342.87	179.86	36.00	\$558.73
		367182	<b>1,046,948.00</b>	<b>549,213.00</b>	<b>101,088.00</b>	<b>\$1,697,249.00</b>

## **RESOLUTIONS REQUIRING APPROVAL OF 75% OR MORE**

### **3 / 4 VOTE "A" – GARAGE DOORS - 2023**

**Whereas** a number of garage doors in the townhomes have deteriorated due to age and need replacing; and

**Whereas** the number of garage doors remaining to be completed are 32 singles; and

**Whereas** This will conclude the replacement of all garage doors in the complex; and

**Whereas** labour and materials needed in 2023 are budgeted at \$50,000.00

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$50,000.00 to replace townhouse garage doors as required on a priority basis.

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### **3 / 4 VOTE "B" – FIRE EQUIPMENT REPLACEMENT - 2023**

**Whereas** it is time to change the fire panels in the both the Kensington and Mayfair building; and

**Whereas** all the buildings dry sprinkler valves and compressors are past their service life; and

**Whereas** the hardwired smoke detectors in common areas are also passed their 10-year life cycle and need replacement, and

**Whereas** the smoke detectors located in each strata lot are also going to be passed their 10-year life cycle.

**Therefore, be it resolved** as a 3 / 4 vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend up to \$100,000 from the Contingency Reserve Fund to purchase and replace and install the following:

- a) All Buildings Dry Sprinkler Valves
- b) All Buildings Dry Sprinkler Compressors
- c) Mayfair – Fire Panel Replacement
- d) Kensington – Fire Panel Replacement
- e) Supply and Install Hardwired Smoke Alarms
- f) Purchase Smoke Detectors (wired for power/battery) for Condos and Townhouses

### **3 / 4 VOTE “C” – TOWNHOUSE CAPITAL PROJECTS REPAIRS - 2023**

**Whereas** the Strata Corporation wishes to continue a program of replacement of rotting wood spindles with new composite spindles or aluminum railing assemblies to townhouses throughout the complex, along with townhouse repairs to the envelope; and

**Whereas** the Strata Corporation wishes to have flexibility in the allocation of funds spent in 2023 to ensure that the integrity of townhouse envelopes is preserved and protected so the Council has combined these projects into one spending resolution, based on priority, however it is anticipated to be a 50/50 split; and

**Whereas** the council has projected the labour and materials needed in 2023 at \$85,000.00.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$85,000.00 to inspect, and where necessary, repair and caulk those townhouse units and replace spindles and do envelope repairs as required on a priority basis.

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### **3 / 4 VOTE “D” – TOWNHOUSE FLAT AND SLOPED ROOF REPAIRS/REPLACEMENTS - 2023**

**Whereas** the Strata Corporation is experiencing leaks into the townhomes from the small flat roofs and some sloped roofs and these leaks are causing costly repairs to the interiors of these units; and

**Whereas** the Strata Corporation recognizes that, while the majority of the townhouse sloped roofs still have some remaining life prior to commencing replacement, the flat roofs cannot wait until the sloped roof replacement without causing considerable interior repair costs to the Corporation; and

**Whereas** the council has projected the labour and materials needed in 2023 at \$200,000.00 to start a phased program to repair and/or replace these flat roofs or, as needed, some sloped roofs.

**Whereas** we do understand that we need to do a much larger scale replacement program on the townhouse roofs however, at this time the current Council did not want to bring this forward to the Owners as we believe there is still extra years of life on a majority of the roofs.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$200,000.00 to inspect, and where necessary, repair and/or replace selected flat roofs or some sloped roofs on a priority basis.

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**3 / 4 VOTE "E" – POOL LINER - 2023**

**Whereas** The Pool liner needs replacement; and

**Whereas** current patches have held up, however, this is something that is consistently used throughout the busy summer months and will be subject to further issues; and

**Whereas** this could lead to pool shutdowns in the middle of summer which is not ideal.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$20,000.00 to replace the pool liner.

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**3 / 4 VOTE "F" – CLUBHOUSE ROOF REPLACEMENT - 2023**

**Whereas** replacement of one side of the clubhouse roof was done in 2022; and

**Whereas** the Strata Council has received a quote from Roy Dennis Roofing to replace the other half of the clubhouse roof; and

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$150,000.00 to pay for the replacement of a portion of the roofing system in the clubhouse in 2023.

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**3 / 4 VOTE "G" – CLUBHOUSE UPGRADES – 2023**

**Whereas** the Strata Council and the Social Committee have steadily worked to upgrade the appearance of the clubhouse over the past number of years; and

**Whereas** this facility is one of the key selling features in Chelsea Gardens and is always included on realtor tours; and

**Whereas** the Strata Council and Social Committee believe that one remaining major improvement would be to replace the old cracked and broken tile in the foyer, the hallways and the mailroom with luxury vinyl planking as has been done in the lobbies of all three apartments; and

**Whereas** the Strata Council has received one working quote but would, should this resolution be approved, seek multiple quotes prior to proceeding.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that: the Strata Council be authorized to spend up to \$25,000.00 from the Contingency Reserve Fund to replace tile flooring with luxury vinyl planking in the clubhouse.

**3 / 4 VOTE "H" – CLUBHOUSE GLASS AWNING RESTORATION - 2023**

**Whereas** there are several leaks in the glass awning; and

**Whereas** we have had multiple companies out to see what can be done, and their recommendations is to remove and replace all the seals/caulking of the glass awning; and

**Whereas** the companies have identified that the glass is still in good condition, so new sealant will solve any leaks and extend the life of the glass awning; and

**Whereas** the biggest part of this job is the labour and set up to do the work.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that: the Strata Council be authorized to spend up to \$40,000.00 from the Contingency Reserve Fund to have the glass awning caulking replaced.

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### **3 / 4 VOTE "I" – RENTALS – 2023**

**Whereas** rental restriction bylaws are now unenforceable due to that passage of bill 44; and

**Whereas** having unenforceable bylaws can create misleading information for perspective buyers.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens that the current bylaw that now reads:

#### **35. Rental Restrictions**

- (1) The number of strata lots, which may be rented, is limited to zero.
- (2) Original owners permitted to rent under the rental disclosure statement are permitted to rent (but must apply for council permission) until such time as they sell the unit. Owners granted permission to rent under the previous bylaw are permitted to continue the existing tenancies, but that permission will be revoked one year following the end of that existing tenancy. The permission to both the original owners and those grandfathered under the previous bylaw shall not be extended to new owners and, upon sale; existing tenancies must be terminated within sixty days under the provisions of the Landlord and Tenant Act.
- (3) An existing tenancy is defined as being the agreement between the landlord and the current occupants of the unit and, provided that at least one of those current occupants remain in residence, the tenancy is permitted to continue. When none of the current occupants remain, the tenancy shall be deemed to come to an end and the one-year period of remaining rental permission begins. Permission to rent under the hardship provision of the Strata Property Act may not be for a period of more than one year and the owner must re-apply should they wish to extend the hardship exemption.
- (4) Should an owner rent a strata lot in accordance with this bylaw, or to a family member under the Act and regulations or have the unit occupied by a house sitter or house swapper as permitted in these bylaws (36) (3), or obtain permission under the Act to rent on the basis of a hardship, that owner must submit a signed Notice of Tenant's Responsibilities (Form K) to the strata corporation within the time limit allowed under the Act.
- (5) An owner who fails to submit a signed Tenant's Responsibilities (Form K) within the time limit allowed under the Act shall be subject to a fine to be determined by Council, for every seven days that the strata lot is rented and the strata corporation is not in receipt of a signed Notice of Tenant's Responsibilities (Form K).

Be amended to now read:

#### **35. Rentals**

- (1) Should an owner rent a strata lot that owner must submit a signed Notice of Tenant's Responsibilities (Form K) to the strata corporation within the time limit allowed under the Act.
- (2) An owner who fails to submit a signed Tenant's Responsibilities (Form K) within the time limit allowed under the Act shall be subject to a fine to be determined by Council, for every seven days that the strata lot is rented and the strata corporation is not in receipt of a signed Notice of Tenant's Responsibilities (Form K).

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**3 / 4 VOTE “J” – BYLAW WORD DEFINITIONS – 2023**

**Whereas** Council would like to define in the bylaws the definitions of Resident, Owners and Guests; and

**Whereas** this will clarify which bylaws only pertain to the Owner; and

**Whereas** this will further clarify that these bylaws must be followed by tenants residing at Chelsea Gardens.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that a Definitions section be added to the beginning of the bylaws to read as follows and further add the word “resident” to all bylaws where applicable:

**OWNER:**

Legally owns 1 or more Strata Lots of Chelsea Gardens LMS 1416 whether or not they reside in the owned unit(s)

**RESIDENT:**

Owner who legally resides in Chelsea Gardens as per Bylaws 36, 37, 38

Tenant who legally resides in Chelsea Gardens as per Bylaws 36, 37, 38

Occupant who is not an Owner or Tenant, but legally resides in Chelsea Gardens as per Bylaws 36, 37, 38 and SPA section 123.

**GUEST/VISITOR:**

is anyone who is not an Owner/Resident/Occupant

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### **3 / 4 VOTE "K" – HOME BUSINESS – 2023**

**Whereas** there were concerns of Residents using their homes or common areas for commercial purposes, as home businesses that create public traffic through Chelsea Gardens;

**Whereas** this creates unwanted traffic throughout the complex, poses security risks and potential disturbances to other residents.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that a new bylaw be added to Bylaw 3, Use of Property subsection (20) that reads:

(20) No strata lot or common property shall be used for commercial or professional purposes, or used for any purpose which may be illegal or injurious to the reputation of the Strata Corporation.

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### **3 / 4 VOTE "L" – LAND TITLES - 2023**

**Whereas** it is preferable to have on file with the Land Titles Office, one set of bylaws rather than a set plus multiple amendment, and

**Whereas** this can be accomplished a resolution to incorporate all of the bylaw changes and amendments approved at this Annual General Meeting into one consolidated set of bylaws that, as necessary, would be renumbered without changing any intent or wording, and

**Whereas** this would also require the ownership to repeal all existing bylaws on file with the Land Titles Office.

**Therefore, be it resolved** as a 3 / 4 vote of the Owners, LMS 1416, Chelsea Gardens, that the bylaws that have been approved at the Annual General Meeting of April 17, 2023 be incorporated into the existing set of bylaws that are on file at land titles and include the bylaw changes approved at previous Annual General Meetings and that, following this consolidation into one complete set, that this set be filed with Land Titles and, in so doing, rescind and repeal all old sets of bylaws.

## ANNUAL GENERAL MEETING PROXY FORM

**THE OWNERS OF THE CHELSEA GARDENS – LMS 1416**

I, (WE) \_\_\_\_\_  
of \_\_\_\_\_

in the Province of British Columbia, being the registered Owner(s) of Unit \_\_\_\_\_, at **CHELSEA GARDENS, LMS 1416**, hereby appoint: (check all that apply)

\_\_\_\_\_ Murray Hill  
\_\_\_\_\_ or failing him/her Ashley Orton  
\_\_\_\_\_ or failing him/her Bob Hyde  
\_\_\_\_\_ or failing him/her Debbie Thorburn  
\_\_\_\_\_ or failing him/her Anita Thompson  
\_\_\_\_\_ or failing him/her Paul Dhaliwal

Or I wish to name: \_\_\_\_\_ as my proxy holder  
as my (our) proxy for me (us) and on my (our) behalf at the Annual General Meeting of the Owners  
to be held on **Monday, April 17, 2023** and at any adjournment thereof.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2023

\_\_\_\_\_  
(OWNERS SIGNATURE ON ABOVE LINE)

**INSTRUCTIONS TO MY PROXY HOLDER**

*I have reviewed the Annual General Meeting package. I am appointing you as my proxy holder but I am providing you directions as to how to vote on the budget, and the various agenda items and Special Resolutions. These instructions are below.*

*If you are unable or unwilling to vote as per my directions, please so inform me so that I can appoint someone else to hold my proxy.*

**Owners are asked to provide their directed proxy if they do not believe that they can attend the AGM.**

AGENDA #8 - ELECTION OF STRATA COUNCIL – 50%+1 MAJORITY VOTE FOR EACH CANDIDATE – PLEASE PUT A CHECK MARK BESIDE THE NAME OF THE CANDIDATE(S) YOU WISH TO VOTE FOR. YOU MAY WRITE IN THE NAME OF OTHER OWNERS WHO MAY BE RUNNING BUT ARE NOT LISTED HERE. YOU MAY NOT VOTE FOR MORE THAN FIVE CANDIDATES OTHERWISE YOUR VOTE WILL BE INVALID.

Anita McKie \_\_\_\_\_ Vote in favour

Ashley Orton \_\_\_\_\_ Vote in favour

Debbie Thorburn \_\_\_\_\_ Vote in favour

Jack DeVries \_\_\_\_\_ Vote in favour

Madan Gupta \_\_\_\_\_ Vote in favour

Mike Williams \_\_\_\_\_ Vote in favour

Norm Reid \_\_\_\_\_ Vote in favour

Paul Kavanagh \_\_\_\_\_ Vote in favour

Ron Plankeel \_\_\_\_\_ Vote in favour

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

IF SOMEONE IS NOMINATED FROM THE FLOOR, I GRANT PERMISSION FOR MY PROXY HOLDER TO VOTE FOR ALL CANDIDATES (UP TO FIVE) AS THEY WISH: YES \_\_\_\_\_ NO \_\_\_\_\_

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AGENDA #9 - ELECTION OF THE INVESTMENT COMMITTEE – 50%+1 MAJORITY VOTE

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

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*AGENDA ITEM # 10 – RATIFY RULES PASSED BY COUNCIL SINCE THE LAST ANNUAL GENERAL MEETING*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*AGENDA ITEM # 11 – REPORT ON INSURANCE - 50%+1 MAJORITY VOTE*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*ITEM # 12 – APPROVE THE 2022 – 2023 OPERATING RESULTS - 50%+1 MAJORITY VOTE*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*ITEM # 13 – APPROVE THE PROPOSED 2023 – 2024 OPERATING BUDGET - 50%+1 MAJORITY VOTE*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*SPECIAL RESOLUTION 14 “A” – 3 / 4 VOTE – GARAGE DOORS*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*SPECIAL RESOLUTION 14 “B” – 3 / 4 VOTE – FIRE EQUIPMENT*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*SPECIAL RESOLUTION 14 “C” – 3 / 4 VOTE – TOWNHOUSE CAPITAL WORKS*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*SPECIAL RESOLUTION 14 “D” – 3 / 4 VOTE – TOWNHOUSE FLAT & SLOPED ROOFS*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*SPECIAL RESOLUTION 14 “E” – 3 / 4 VOTE – POOL LINER*

*Vote in favour\_\_\_\_\_ Vote against\_\_\_\_\_ Vote as you wish\_\_\_\_\_ Abstain\_\_\_\_\_*

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*SPECIAL RESOLUTION 14 "F" – 3 / 4 VOTE – CLUBHOUSE ROOF REPLACEMENT*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_

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*SPECIAL RESOLUTION 14 "G" – 3 / 4 VOTE – CLUBHOUSE FLOOR REPLACEMENT*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_

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*SPECIAL RESOLUTION 14 "H" – 3 / 4 VOTE – CLUBHOUSE GLASS AWNING*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_

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*SPECIAL RESOLUTION 14 "I" – 3 / 4 VOTE – BYLAW AMENDMENT – RENTALS*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_

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*SPECIAL RESOLUTION 14 "J" – 3 / 4 VOTE – BYLAW WORD DEFINITIONS/CLEAN UP*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_

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*SPECIAL RESOLUTION 14 "K" – 3 / 4 VOTE – BYLAW AMENDMENT – HOME BUSINESS*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_

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*SPECIAL RESOLUTION 14 "L" – 3 / 4 VOTE – BYLAW AMENDMENT – LAND TITLES*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_

**COMPLETE THIS PROXY  
AND FORWARD TO A NAMED COUNCIL MEMBER OR PERSON OF YOUR CHOICE.  
EMPLOYEES, INCLUDING THE STRATA MANAGERS, ARE NOT PERMITTED TO  
VOTE PROXIES. PROXIES MUST BE **SIGNED** BY THE OWNER GRANTING THE  
PROXY IN ORDER TO BE VALID.**