



# 2024 ANNUAL GENERAL MEETING MINUTES

TUESDAY, APRIL 23, 2024

## LOCATION/TIME - 6:00PM RELATE CHURCH

**Council:** Mike Williams, Bob Hyde, Debbie Thorburn, Paul Kavanagh, Ron Plankeel, Ashley Orton, Paul Dhaliwal

**Strata Management:** Jesse Train, Strata Manager

**Regrets:** There were No Regrets

## STRATA COUNCIL – 2023 / 2024

### EXECUTIVES

Ashley Orton	T243
Bob Hyde	T102
Mike Williams	T219
Paul Dhaliwal	T172
Debbie Thorburn	T188
Paul Kavanagh	T164
Ron Plankeel	T172

### COMMITTEE ASSIGNMENTS

President, Security & Privacy, Website  
Vice President, Treasurer, Bring Forward  
Secretary, Townhouses, Roof, Landscaping  
Clubhouse, RV Committee  
Condominiums, Social Committee Liaison, Minutes  
Treasurer, Roof, Emergency Response, Privacy  
Landscaping, Irrigation, Ponds & Fountains

### NON-COUNCIL ASSIGNMENTS

Zenon Jalbert	T202	Fish Pond, Website
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## CARETAKERS

Don Kendall Hours: 7:00 AM-3:30 PM- weekdays  
Valerie Morris Nights/Weekends, Monday, Thursday-Saturday 11:00 am to 1:00 pm

**EMERGENCY CALLS ONLY: (604) 834-4578**  
**Non-Emergency Calls: 604-501-0479 EMAIL: [chelseagardens1416@outlook.com](mailto:chelseagardens1416@outlook.com)**

## STRATA MANAGER: CROSSROADS

**Strata Manager: JESSE TRAIN Email: [jesse@crpm.ca](mailto:jesse@crpm.ca)**

#215 - 7455 132<sup>nd</sup> Street, Surrey, BC V3W 1J8  
Phone: (778) 578-4445 Fax: (778) 578-4447

### EMERGENCY CONTACT - 24 HOUR SERVICE (778) 578-4445

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

Owners are advised that they should retain their electronic or printed copies of the minutes for future use. Should an owner decide to sell, most prospective buyers will usually request two years' worth of minutes and, if you do not have them, there is a charge of \$0.25 per page from CrossRoads Management Ltd. for this service. Retaining the minutes will help you and/or the buyer avoid this charge. PDF copies can also be obtained from the Chelsea website: [www.chelseatoday.org](http://www.chelseatoday.org)

## **(1) CALL TO ORDER**

Ashley Orton, President, and a quorum being present called the meeting to order at 6:37 PM. The Strata Manager, Jesse Train from CrossRoads Management Ltd., was asked to facilitate the meeting from that point on.

141 Owners registered in person.  
115 Owners represented by proxy.  
**256 Owners present/represented in total.**

## **(2) CALLING THE ROLL / CERTIFICATION OF PROXIES**

The roll was called, and all proxies certified by Jesse Train in accordance with the requirements of the Strata Property Act. The Act requires that a quorum consisting of one-third (132) of the Owners be present for the meeting to proceed. Jesse Train reported that a quorum was present.

## **(3) PROOF OF NOTICE / WAIVER OF NOTICE**

Jesse Train advised that, as per the Strata Property Act and Regulations, appropriate notice must be given to all Owners either by mail to their last-known address or hand-delivered on-site. In the case of this Annual General Meeting, the notices were distributed commencing door to door by volunteers and council members. The remaining packages were sent back to Crossroads to be put in the mail. This was completed on April 2, 2024.

It was **MOVED** (T243), and **SECONDED** (T102) that adequate notice was given for this meeting.

**IN FAVOUR: 256 NOT IN FAVOUR: 0 ABSTAINED: 0 CARRIED**

## **(4) APPROVAL OF AGENDA**

It was **MOVED** (T243), and **SECONDED** (T102) to amend the Agenda to move **Resolution 'A'** – Townhouse Roof Replacement 2024/2025 – to be discussed as the first item.

**IN FAVOUR: 256 NOT IN FAVOUR: 0 ABSTAINED: 0 CARRIED**

## **(5) ADOPTION OF MINUTES: AGM – APRIL 17, 2023**

It was **MOVED** (T243), and **SECONDED** (T102) to adopt the minutes of the AGM held April 17, 2023.

**IN FAVOUR: 256 NOT IN FAVOUR: 0 ABSTAINED: 0 CARRIED**

**(6) RESOLUTION 'A' – 3/4 VOTE –  
TOWNHOUSE ROOF REPLACEMENT – 2024/2025**

**Therefore, be it resolved** as a 3/4 Vote of the Owners, LMS 1416, Chelsea Gardens, that authority be given to spend up to \$5,133,000.00 to re-roof the sloped and flat sections and replace all gutters and downspouts for all Townhouse Units, except for the townhouse blocks (217-222, 101-104, 163-168, and 197-202). The colours for the shingles will be similar to the current colour and gutters will be changed to a chocolate brown as done at the other townhouse block units that have been completed to date. These costs will also include a contingency and management / consultation fees for the overall project. This project will take place over a two-year period with the townhouse blocks with current leaks being done first, along with the first half of the complex in 2024. In 2025 the remaining townhouse blocks will be completed. Funding for this re-roofing project in 2024 and 2025 will be a combination of **\$2,590,000.00** from the Contingency Reserve Fund and **\$2,556,000.00** from a Special Levy that will range from **\$4,363.64 - \$6,181.82 per** unit (but with the actual cost to be based on unit entitlement as shown on the attached Special Levy Schedule). This Special Levy will be due and payable upon passage of this resolution but, for the financial convenience of the owners, payment may be made **June 1, 2024** or immediately from the current owner upon the sale of a strata lot to a new owner. For the purposes of this spending resolution and the costs of the total project, it is intended that the expenses of the total project are to come first from the Special Levy and then from the Contingency Reserve Fund. Owners who do convey their strata lot to a new owner should be aware that if, at the completion of this project, funds are in surplus from the Special Levy funding component of the total expenditure and if any single owner is entitled to a refund of greater than \$100.00 then all the then current owners would qualify for a refund based on unit entitlement. Owners contemplating selling may wish to establish a contractual agreement with a purchaser that provides for this refund to be payable to the old owner.

**It was MOVED (T243), and SECONDED (T102) to amend the resolution to add June 1, 2025 as a payment date:**

**IN FAVOUR: 254 NOT IN FAVOUR: 2 ABSTAINED: 0 CARRIED**

It was then **MOVED (W227), and SECONDED (W422)** to further amend the resolution to change the dates the levy was payable to August 1, 2024 and August 1, 2025.

**IN FAVOUR: 167 NOT IN FAVOUR: 89 ABSTAINED: 0 DEFEATED**

The resolution was then discussed and voted on as amended:

**Therefore, be it resolved** as a 3/4 Vote of the Owners, LMS 1416, Chelsea Gardens, that authority be given to spend up to \$5,133,000.00 to re-roof the sloped and flat sections and replace all gutters and downspouts for all Townhouse Units, except for the townhouse blocks (217-222, 101-104, 163-168, and 197-202). The colours for the shingles will be similar to the current colour and gutters will be changed to a chocolate brown as done at the other townhouse block units that have been completed to date. These costs will also include a contingency and management / consultation fees for the overall project. This project will take place over a two-year period with the townhouse blocks with current leaks being done first, along with the first half of the complex in 2024. In 2025 the remaining townhouse blocks will be completed. Funding for this re-roofing project in 2024 and 2025 will be a combination of **\$2,590,000.00** from the Contingency Reserve Fund and **\$2,556,000.00** from a Special Levy

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**Special Levy Schedule Attached as well as a special levy payment instruction form.**

**IN FAVOUR: 253      NOT IN FAVOUR: 3      ABSTAINED: 0      CARRIED**

## **(7) REPORT FROM THE COUNCIL PRESIDENT**

Ashley Orton, Council President provided his annual report in the AGM package for owners to read.

Your Strata Council, the CrossRoads Management team and I would like to welcome you and thank you for participating in the AGM. Your Strata members are:

Ashley Orton	T243	President, Security & Privacy, Website
Bob Hyde	T102	Vice President, Treasurer, Bring Forward
Mike Williams	T219	Secretary, Townhouses, Roof, Landscaping
Paul Dhaliwal	T172	Clubhouse, RV Committee
Debbie Thorburn	T188	Condominiums, Social Committee Liaison, Minutes
Paul Kavanagh	T164	Treasurer, Roof, Emergency Response, Privacy
Ron Plankeel	T172	Landscaping, Irrigation, Ponds & Fountains

Our complex is aging and it has been another challenging year with a lot of maintenance, coupled with ever rising costs.

**Townhouses** – Regular maintenance by MorInventive is on-going. Replacement of the original garage doors has been completed, as well all reported driveway cracking issues. Maintenance of the replacement doors will be done as required.

**Roofing Committee** – A big thank you to the roofing committee, who have done a stellar job of handling the huge task of planning for the replacement of the Townhouse roofs. Paul Kavanagh made an excellent presentation to residents explaining the process and costs involved. Like all other things, the cost of reroofing has significantly increased; so he has provided a plan to enable us to move forward with the project. The Committee met on a regular basis during the year to address roofing issues. They worked with Ted Neef of Phoenix Roof Consultants to develop specifications, tender documents and to review inspection reports. The Committee also engaged the consultant to help develop a maintenance plan for the Condo roofs.

**RV Lot** - Marilyn Hunter is our new contact person for, and administrator of, the RV lot. Thank-you Marilyn.

**Clubhouse** - Many maintenance items have been done in the Clubhouse and pool area since the last AGM:

- The Swimming pool has had a lot of maintenance: liner replaced, permanent holes have been drilled on both sides of the pool for volleyball net poles.
- The hot tub room has been freshly painted and has had a lot of issues with leaks, pumps and filters dealt with by either repair or replacement.
- The Gym has been equipped with two treadmills & a universal gym.
- The Fireside Room TV has been replaced. Zenon and I have also given Marilyn Hunter some instruction on the use of the audio system in the Fireside Room.
- Wi-Fi access has been improved in most areas of the clubhouse and work is on-going to increase Wi-Fi access in the gym and guest suite areas. Thank-you Zenon and Victor.
- Some of the broken floor tiles in the lobby have been replaced.
- The faulty urinal in men's bathroom has been replaced. Thank-you Paul D and volunteers.

**Apartments** – Don has been working on replacing the smoke detectors, starting in the apartments. We bought exact replacements for the current ones and saved a lot on the per part cost and installation charges. The past year has seen the usual life-prolonging routine maintenance work on boilers, elevators and other basic infrastructure, as well as the occasional urgent issue such as a water leak from plumbing. Significant repairs were also completed on all condo roofs in the hopes of delaying the need for a total reroofing project for several years.

Pest control in the condos remains an ongoing issue and a switch was made from Atlas to Orkin as our pest control server.

**Security** – We have had multiple break-ins in the apartments, we believe due to thieves being able to circumvent the locking system in the man-doors in the parkades. This has been addressed in the Kensington parkade by our vendor, with what seems to be a good fix. We hope this fix will thwart the thieves going forward. Zenon has implemented the same fix to the remaining apartments as applicable. The Security cameras have been able to show how thieves have gained access, but the film is still not clear enough to positively identify the criminals. Thank-you Zenon for your contributions.

**Landscaping** – Allen Brothers Landscaping continue to maintain the complex grounds. Micro clover will be tried instead of grass where the Chaffer beetle has devastated some front lawns.

**Volunteer Work** – I do Movie night when possible. I also maintain the audio systems and am training others to use it. Irrigation systems, and ponds and fountains are also maintained by volunteers and David Bremner.

We also have volunteers who contribute to the social events that make Chelsea Gardens so unique. These groups and events include the Social Committee, choir, dance group, Wednesday morning coffee group, pool, Arts & Crafts and card groups and exercise groups. Each one has a leader or organizer and numerous participants.

Thank you to all those who have volunteered and participated in activities that make Chelsea Gardens such a special community.

**Social Committee** – The Social Committee has hosted a number of successful events this past year. A list of recent purchases can be found in the April newsletter. Thank you for all that you do!

**Emergency Response** – This team has been busy with on-going training of personnel, upgrading and adding equipment. Doug McLeod and the rest of the team are always looking for more volunteers and the ability to make Chelsea a safer place to reside. Thank-you to all who are involved in this important service to our community. Emergency keys are now accessible to the team leader(s) via a lock box.

**To our residents from me:** Thank you for all your well wishes during my year of illness related to TB. Just to reassure you all, I am on the mend as confirmed by my doctors/specialists. I am recovering my energy steadily and will be finished with medication in a few months. I am ready and capable and continue to do my council duties.

A big thank you to all of you that help with various things that make our complex as great as it is, and thank you to all present at this AGM tonight.

**Ashley Orton, Council President.**

## **(8) ELECTION OF STRATA COUNCIL**

Jesse Train explained that 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 #11.

**Ashley Orton-T243, Debbie Thorburn-T188, Mike Williams-T219, Paul Kavanagh-T164**

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

**Bob Hyde-T102, Paul Dhaliwal-T172, Ron Plankeel-T272**

All these candidates had submitted their bio papers indicating their willingness to stand for the election to council. This was included in the AGM package so Owners could have background information on each candidate.

Jesse Train mentioned nominations may also be made from the floor of the AGM and called for additional nominations. There was one nomination from the floor:

**Norm Reid – T302 was nominated from the floor**

Any candidate nominated must attain 50% + 1 or more of the ballots cast in order to be elected. A secret ballot was then held and counted along with the submitted proxy votes and The Strata Manager announced the elected Strata Council members for the 2024-2025 term.

### **2024-2025 COUNCIL**

Ashley Orton	T243
Bob Hyde	T102
Mike Williams	T219
Paul Dhaliwal	T172
Debbie Thorburn	T188
Paul Kavanagh	T164
Ron Plankeel	T172

Jesse Train thanked all the nominees for running and noted that it is healthy in a Strata Corporation to have active participation in the election of a Strata Council.

The Strata Manager will retain the ballots for two weeks prior to destroying them.

## **(9) ELECTION OF THE INVESTMENT COMMITTEE**

The Investment Committee was appointed at last years AGM for a 3-year term and they are as follows:

**Paul Kavanagh – T164**

**Barb Gregg – W420**

**Mary Lou Leslie– T109**

## **(10) RATIFICATION OF RULES – SIMPLE MAJORITY VOTE (OVER 50%)**

A Strata Council is permitted to pass rules during 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 Annual General Meeting 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.

It was **MOVED** by T243 and **SECONDED** by T102 to ratify the following rules:

At the January 2024 Council meeting: It was **MOVED, SECONDED and CARRIED** to amend the following rules to read as follows (effective immediately):

- 2(i) Smoking and vaping on the limited common property (i.e. patios and balconies) or on common property within 7.5 meters of a doorway or window is not permitted. As per Bylaw 3(1)(c), if an owner is affected with your smoking or vaping, you must not allow your smoke or vape fumes to leave your strata lot.
- 4a(1) Smoking and vaping are not permitted anywhere within the recreation building. Smoking is permitted only in the designated areas with an ashtray.  
Smoking and vaping are not permitted in any interior common property including but not limited to the underground parkade.
- 4b(16) There is no smoking or vaping in the pool/spa or on any of the surrounding deck surfaces.

**IN FAVOUR: 256**

**NOT IN FAVOUR: 0**

**ABSTAINED: 0**

**CARRIED**

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**At the June 2023 Council Meeting it was approved to implement a new BBQ use rule form as follows:**

### **Rules for Use of Chelsea Gardens' BBQ**

1. The Social Committee has priority for BBQ use over all other user groups.
2. The BBQ on the pool deck is available for pre-booked use by specific resident groups within Chelsea Gardens such as (but not limited to) a Pool Tournament group, a card group, the dance group or the choir for social events. It is not available for use by residents hosting personal events with off-site friends and/or family or for impromptu events for residents.
3. Only the BBQ is being booked. The pool deck and pool remain open for general use by other residents and their guests as per the pool rules.
4. The Key for the lock on the BBQ must be returned to the office (to staff or thru the mail slot in the office door) immediately after unlocking the BBQ.
5. The BBQ must be properly cleaned and locked again immediately after use.
6. Prior to use of the BBQ a refundable "Key Return/Cleaning Deposit" of **\$100.00** is to be made. If this deposit is made by cheque it must be made out to



- a) Upon ensuring there are no scheduling conflicts and the proposal meets the criteria as set out in the rules, all proposals submitted to the Social Committee will be forwarded to the Strata Council.
3. No activity, method of raising funds or cause, should bring any financial or legal risk to Chelsea Gardens.
  - a) Any event which involves money collection needs to be financially accountable to the Strata through the Social Committee.
4. The Social Committee has the right to sit on any committee that is organizing a Strata event to be held on common property.  
~~Should an event, sponsored by the Social Committee, involve contracting with an outside provider, performer or any other company the Social Committee shall indemnify the Strata Corporation by ensuring a signed liability release is received from the performer, provider or outside firm.~~

This Rule Ratification was further amended **MOVED** by T243 and **SECONDED** by T102 to read as follows:

#### 4. USE OF THE RECREATION FACILITIES

##### i) Committee Rules

##### 6) **Social Committee**

- A Social Committee shall be authorized by Council from time to time.
  - **Purpose**
    - The Social Committee is an ad hoc committee of the Strata Council. Their responsibility is to facilitate the social needs of the Strata members.
  - **Activities**
5. The Social Committee will submit a list of proposed activities at appropriate times, which the Strata Council will approve providing there is no compelling reason to discuss modifications.
    - a) Anybody wishing to organize a strata social event that is open to all residents (hereafter known as strata social event) on common property, will submit a proposal, and where applicable a budget, in advance to the Social Committee.
    - b) All booking of facilities for Strata social events must be done by the Social Committee.
    - c) Responsibility for the Strata social event will reside with the organizing person/group.
  6. At any time during the year, the Social Committee can advise the Strata Council of additional functions or changes to this plan. The Strata Council shall not unreasonably withhold approval unless they believe that the function is not in the best interests of the Strata Corporation.
    - a) Upon ensuring there are no scheduling conflicts, all proposals submitted to the Social Committee will be forwarded to the Strata Council.

7. No activity, method of raising funds or cause, should bring any financial or legal risk to Chelsea Gardens.
  - a) Any Strata social event which involves money collection needs to be financially accountable to the Strata through the Social Committee.
8. The Social Committee will act as liaison with any committee that is organizing a Strata social.

After some discussion, a vote was called and, by a show of voting cards, the amendment was voted on:

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

### **(11) UPDATE ON INSURANCE**

The Strata Manager informed the Owners of details of the Strata Corporation's insurance policy. The policy was renewed effective March 1, 2024.

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 (20%)**

It was **MOVED** by T243 and **SECONDED** by T102 to approve the Insurance coverage for 2023-2024 year as distributed prior to this Annual General Meeting.

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

### **(12) APPROVAL OF THE 2023 - 2024 OPERATING RESULTS**

It was **MOVED** by T245 and **SECONDED** by T102 to approve the operating results from the 2023-2024 fiscal year end as distributed prior to this Annual General Meeting.

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

### **(13) APPROVAL OF THE PROPOSED 2024 - 2025 OPERATING BUDGET**

It was **MOVED** by T245 and **SECONDED** by T102 to approve the Operating Budget as distributed prior to this Annual General Meeting.

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

A copy of the new Strata Fees for each of the apartments and townhomes is attached to your AGM package and there is an approved increase for both apartments and the townhouses. To avoid extra printing costs the new fee schedules will be posted to the website and sent electronically to Owners' emails.

**PAYMENT OF INCREASED FEES**

Due to the timing of the AGM, and the fact that our fiscal year ends on February 29, 2024, the May 1, 2024 fee amount will be at the old rate and June 1, 2024 will consist of the new approved fees **plus the difference in fees for March, April and May** then, on the **July 1, 2024** the **new Strata fee for 2024-2025** will be withdrawn.

If an Owner is already on this Pre-Authorized Payment system, no further action is required.

Post-dated cheques, whereby an Owner submits to Crossroads Management twelve (12), post-dated cheques. These should be dated for the first of each month, commencing March 1, 2024, payable to **Strata Plan LMS 1416 – Unit # \_\_\_\_\_**. If you have already paid March and April of 2024, please forward only 10 cheques as well as one cheque for the difference in fees for the months of March and April. Cheques may be left in the “Property Manager” mailboxes in the clubhouse mailroom or the foyer of each apartment building for pick-up.

**(14) RESOLUTIONS**

**RESOLUTION ‘B’ – 3/4 VOTE – ELECTRICAL PLANNING REPORT**

It was **MOVED** by T275 and **SECONDED** by K311 to amend Resolution ‘B’ to add the funds would come from the Contingency Reserve Fund.

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

**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 \$40,000.00 on Electrical Planning Reports for the condos and townhouse units throughout Chelsea Gardens.

**MOVED** by T245                      **SECONDED** by T102

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

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**RESOLUTION ‘C’ – 3/4 VOTE – TOWNHOUSE CAPITAL PROJECTS REPAIRS - 2024**

**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.

**MOVED** by T245                      **SECONDED** by T102

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

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**RESOLUTION 'D' – 3/4 VOTE – TREE RISK ASSESSMENT REPORT & PRIORITY TREE REMEDIAL WORK FROM THE REPORT – 2024**

**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 \$20,000.00 to obtain a tree risk assessment report and carry out the required recommended work from the professional arborist.

**MOVED** by T245      **SECONDED** by T102

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

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**RESOLUTION 'E' - 3/4 VOTE – DEPRECIATION REPORT - 2024**

**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 \$10,000.00 to update the depreciation report.

**MOVED** by T245      **SECONDED** by T102

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

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**RESOLUTION 'F' - 3/4 VOTE – TRACTOR / EXCAVATOR PURCHASE - 2024**

**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 \$12,000.00 to purchase a tractor/excavator for the use of Chelsea Gardens.

**MOVED** by T245      **SECONDED** by T102

**IN FAVOUR: 180                      NOT IN FAVOUR: 76                      ABSTAINED: 0                      DEFEATED**

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**RESOLUTION 'G' - 3/4 VOTE – RV LOT PAINTING – 2024**

**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 \$6,195.00 from the Contingency Reserve Fund to clean and line paint the entire RV lot.

**MOVED** by T245      **SECONDED** by T102

**IN FAVOUR: 243                      NOT IN FAVOUR: 13                      ABSTAINED: 0                      CARRIED**

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## **RESOLUTION 'H' - 3/4 VOTE – ELECTRICAL VEHICLE CHARGING STATIONS – 2024**

**Therefore, be it resolved** as a 3/4 Vote of the Owners, LMS 1416, Chelsea Gardens that the **Bylaw 6(h)** be amended to read as follows:

### **6. Obtain Approval before Altering a Strata Lot**

#### **(h) Electric Vehicle Charging Stations:**

- (i) An owner, tenant, or occupant must not install, have, or permit to be installed any equipment related to the charging of an electric vehicle without having received prior written permission by the Council.
- (ii) An owner may request in writing, written consent from the Council to install electrical supply, distribution and an associated electrical outlet for the purpose of charging an electric vehicle in their strata lot (a "Charging Station"). In making such request, the owner will provide to the Council a written description of the following:
  - (A) the specifications of the proposed Charging Station, including an energy management device;
  - (B) the proposed design and installation location;
  - (C) the approved quote or contract with a licensed electrician;
  - (D) a copy of any necessary permits from local and provincial authorities (may be provided upon issuance of the permit); and
  - (E) any other documents or plans requested by the Council.
- (iii) The Council will grant written permission pursuant to this Bylaw provided that:
  - (A) the Council is of the opinion that the electrical capacity of the common properties will support the Charging Station;
  - (B) the owner has provided sufficient information as requested by Council;
  - (C) the owner has provided proof that they will be installing an energy load management device which is capable of the managing the power demand of the Charging Station;
  - (D) the owner will comply with any requests by Council or another authority to limit the power demands of the Charging Station, where necessary; and
  - (E) the owner signs and abides by the terms of an Indemnity Agreement.
- (iv) Where the Strata Corporation approves a Charging Station, the owner shall:
  - (A) pay for all costs related to the Charging Station, including any required changes to Common Properties;
  - (B) where applicable, install a meter capable of sufficiently measuring the Charging Station's use of the Strata Corporation's electricity account(s);
  - (C) pay for the cost of all installation, future repairs, maintenance, upgrades, and removal of the Charging Station;
  - (D) obtain all necessary permits from local and provincial authorities;
  - (E) comply with all laws, Bylaws, and abide by terms and conditions of the approval, as may be applicable; and
  - (F) inform their insurance broker that they are responsible to insure the Charging Station, including costs related to claims against the Strata Corporation's insurance policy as a result of damage or harm done, in whole or part, by the Charging Station.

- (v) All work done in relation to the Charging Station must be done by licensed, insured and qualified professionals in good standing with the regulators of their trade.
- (vi) In the event that ownership of a strata lot with a Charging Station changes, the Indemnity Agreement shall be included in and form part of any Contract of Purchase and Sale for the strata lot.
- (vii) Where any Charging Station uses electrical power that is part of the Strata Corporation's utility meters, the users shall pay to the Strata Corporation a fee as established in the Rules, which may be amended from time to time.
- (viii) An owner with a Charging Station shall indemnify and save harmless the Strata Corporation from any claims, demands, damages, judgments, expenses, deductibles, costs and obligations of any kind whatsoever arising from or related (directly or indirectly) to the installation and operation of the Charging Station.

**MOVED** by T245      **SECONDED** by T102

**IN FAVOUR: 250                      NOT IN FAVOUR: 6                      ABSTAINED: 0                      CARRIED**

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**RESOLUTION 'I' - 3/4 VOTE – AIR CONDITIONING INSTALLATION – 2024**

**Therefore, be it resolved** as a 3/4 Vote of the Owners, LMS 1416, Chelsea Gardens, the current Bylaw 3(15) for Air Conditioning installations be removed and the following Bylaw subsection (i) be inserted under Bylaw 6 (1):

**6.      Obtain Approval before Altering a Strata Lot**

- (1) An Owner must obtain the written approval of the Strata Corporation before making an alteration to a strata lot that involves any of the following:
  - (i) AIR CONDITIONERS
    - (A) An owner, tenant or occupant must not install or operate an Air Conditioner except as permitted under this Bylaw.
    - (B) No Resident may use or operate a window mounted Air Conditioner.
    - (C) An owner, tenant or occupant may, without permission, operate a portable Air Conditioner provided that it:
      - is housed entirely inside the strata lot;
      - is only vented through a window or sliding door using a manufacturer approved vent kit; and
      - does not create an unreasonable level of noise when in operation.
    - (D) An owner who wishes to install, upgrade, expand or replace an Air Conditioner, other than a portable air conditioner, must have the prior written permission of Council to do so. In making their request, the owner shall submit:
      - a scaled and dimensional drawing which shows the proposed interior and exterior locations of the Air Conditioner and its components along with the exact location of any penetration(s) of the building envelope required to install it;

- information regarding the make and model of the Air Conditioner to be installed, including its dimensions and the level of noise created when it is in operation;
  - the type and style of material which will be used to obscure any portion of the Air Conditioner which is outside the strata lot (the “Screen Material”); and
  - any other information required by Council.
- (E) An owner to whom permission is given to install an Air Conditioner must:
- ensure the Air Conditioner (including its various components) is installed only as approved by the Council;
  - ensure an energy management device is installed and operating to regulate the energy use of the Air Conditioner;
  - obtain all necessary permits and licenses and ensure copies are provided to the Strata Corporation;
  - assume responsibility for all costs related to the installation, repair, maintenance, and removal of the Air Conditioner;
  - perform all regular maintenance as specified by the manufacturer;
  - ensure all work is performed by professional contractors licensed in their trades;
  - ensure the sound level of the outdoor component in operation must not exceed 58 dB as rated by the manufacturer, and thereafter as measured at a distance of 1 meter from the component in full operation; and
  - enter into an Indemnity Agreement.
- (F) Where requested by Council to accommodate work to Common Properties, an owner with an Air Conditioner shall promptly remove the Air Conditioner and all of its components as may be required at their own expense, or such removal will be performed by the Strata Corporation and charged back to the owner in the statement of account for that strata lot.
- (G) If an owner removes an Air Conditioner, they must:
- obtain prior written permission from Council; and
  - repair any damage, including properly sealing any penetrations of the building envelope arising from or caused by the installation or the removal, and otherwise restore the Common Properties.
- (H) An owner with an Air Conditioner shall indemnify and save harmless the Strata Corporation from any claims, demands, damages, judgments, expenses, deductibles, costs and obligations of any kind whatsoever arising from or related (directly or indirectly) to the installation and operation of the Air Conditioner.

**MOVED** by T245

**SECONDED** by T102

**IN FAVOUR: 253**

**NOT IN FAVOUR: 3**

**ABSTAINED: 0**

**CARRIED**

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**RESOLUTION 'J' - 3/4 VOTE –SMOKING AND VAPING – 2024**

**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:

**3. Use of Property**

- (20) Smoking and vaping on the limited common property (i.e. patios and balconies) or on common property within 7.5 meters of a doorway or window is not permitted. As per Bylaw 3(1)(c), if an owner is affected with your smoking or vaping, you must not allow your smoke or vape fumes to leave your strata lot.
  - (a) Smoking and vaping are not permitted anywhere within the recreation building. Smoking is permitted only in the designated areas with an ashtray.
  - (b) Smoking and vaping are not permitted in any interior common property including but not limited to the underground parkade.
  - (c) There is no smoking or vaping in the pool/spa or on any of the surrounding deck surfaces.

**MOVED** by T245      **SECONDED** by T102

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

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**RESOLUTION 'K' - 3/4 VOTE – LAND TITLES - 2024**

**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 23, 2024 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.

**MOVED** by T245      **SECONDED** by T102

**IN FAVOUR: 256                      NOT IN FAVOUR: 0                      ABSTAINED: 0                      CARRIED**

**END OF RESOLUTIONS**

## **(15) NEW BUSINESS**

### **AGE RESTRICTION EXEMPTIONS (from the Government of BC Website):**

Effective November 24, 2022, a strata corporation (or section) may only have a strata bylaw which limits the age of an owner, tenant or occupant to age 55+.

- Any strata bylaw that sets a minimum age less than 55 years old is invalid.
- Strata bylaws which restricts ages to a minimum of 55+ are valid.

The age-restriction bylaw applies to a resident of a strata lot (i.e. an owner, tenant or occupant). Strata corporations and sections are allowed to have age-restriction bylaws that require a person residing in the strata lot to have reached an age that is not less than 55 years. For example, an age-restriction bylaw could be for ages 55 and greater, or age 60 and greater, etc.

An owner, renter or occupant moving into a 55+ age-restricted strata corporation, or section, must meet the age criteria. However the age-restriction does not apply to a spouse, partner or children, including adult children.

### **PROVINCIAL EXEMPTIONS TO AGE-RESTRICTION BYLAWS**

**There are provincially mandated exemptions to a Strata's Age-Restriction bylaw.**

#### **1. Caregiver Exemption**

Effective November 24, 2022, provincial strata legislation exempts a live-in caregiver in a strata lot from an age-restriction bylaw who is providing continuing assistance or direction to a resident because of the resident's disability, illness or frailty.

#### **2. Legacy Exemption**

When a strata corporation or section creates an age-restriction bylaw, provincial strata legislation specifies that all persons who were lawfully residing in the unit before the bylaw was passed are exempted.

For example, a 25 year-old resident who was living in the unit before the age-restriction bylaw was created, may continue to live in the unit; even though the new age-restriction bylaw states that an owner, tenant or occupant must be age 55 or greater.

An owner, tenant or occupant with a legacy exemption can have their spouse, partner, or children (including adult children) live with them at any time after the age-restriction bylaw is passed, even if they do not meet the age criteria.

#### **3. Child Exemption**

Effective May 1, 2023, the Province allows certain residents to have their child, of any age, live with them in a 55+ age-restricted strata corporation

#### **4. Spouse Exemption**

The Province has exempted spouses and persons living in a marriage-like relationship (partners) from age-restriction bylaws. A resident will be able to have a younger spouse or partner live with them in a 55+ age-restricted strata corporation.

Partners are not required to live together for a certain period of time before living together in a 55+ age-restricted strata corporation.

***This will be referenced in the Chelsea Gardens Bylaws to refer to the exemptions passed by the Government so that perspective buyers and realtors have access to this information.***

## **(16) TERMINATION OF MEETING**

It was **MOVED** by T317 to terminate the meeting at 9:15 PM.

The newly elected Council will meet on Tuesday, May 7, 2024 at 1:00 PM in the Library to elect council positions and hold the first Council Meeting.

**Jesse Train, Strata Agent**

### **UPCOMING EVENTS AT CHELSEA GARDENS IN 2024**

- Trash or Treasure Day – Friday/Saturday June 15. Notices will be posted with more information on how this works.



# Residential Strata Program

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

Property Policy Number: CMW M0084

**Insured:** The Owners Of Strata Plan LMS1416, Chelsea Gardens  
Crossroads Management Ltd.

**Policy Period:** **From:** March 1, 2024 **To:** March 1, 2025

**Effective:** March 1, 2024

**Location(s):** 13860, 13870, 13880, 13888 70th Avenue, Surrey, BC V3W 0T4

### Description Of Coverages

**Property of Every Description** –Per Occurrence, Form CMWM-APRIL-2023, Appraisal: Mar 1, 2024, Year of Cycle: 3

	Limits Of Liability	Deductibles
Equipment/Contents/Leased Security	\$183,523,000.	\$25,000.
Business Interruption	\$343,000.	
All Risks (All Losses Deductible)	Not Covered	
Earthquake – Annual Aggregate		\$25,000.
	\$183,866,000.	20%, Minimum
		\$250,000.
Flood – Annual Aggregate	\$183,866,000.	\$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</b> - By-laws Included	\$183,523,000.	\$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</b> – Bodily Injury, Personal Injury and Property Damage Liability – Each Accident or Occurrence	\$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</b> – Annual Aggregate – Claims Made; Defense Costs Outside limit of liability - No limitation	\$15,000,000.	Nil
<b>Professional Liability Extension for Property Manager per Wrongful Act</b> – Annual Aggregate – Claims Made	Included	Nil
Discrimination Defense Costs	Included	
Employment Practices Liability	Included	
<b>Broad Form Money &amp; Securities</b> - Loss Inside & Outside Premises, Depositors Forgery, Fraud, Theft, Robbery or Burglary	\$25,000.	Nil
Employee Dishonesty, Coverage – Form A	\$50,000.	Nil
<b>Pollution Liability</b> – Each Pollution Event, Including Bodily Injury or Property Damage and Clean-up Costs	\$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	\$100,000.	
Expense	\$50,000.	
<b>Earthquake Deductible Buy-Down Coverage</b> – Annual Aggregate	Not Covered	
<b>Platinum Legal Services Retainer Contract</b>	<b>Aggregate Fees Cap per Legal Proceeding</b>	
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
- Valuation 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

<b>INCOMES</b>		<b>Actual 2023-2024</b>				<b>Proposed 2024-2025</b>		
		<b>Condo</b>	<b>Thse</b>	<b>Actual</b>	<b>Budget</b>	<b>Condo</b>	<b>Thse</b>	<b>Budget</b>
1	Condo - Operations Fees	604,886		604,886	604,891	600,326		600,326
2	Condo - Parking & Scooter	8,471		8,471	7,500	7,500		7,500
3	Condo - Misc & Move In	2,100		2,100	1,000	1,000		1,000
4	Condo - Prior Years Surplus(Deficit)	12,485		12,485	12,485	75,483		75,483
5	Thse - Operations Fees		1,046,948	1,046,948	1,046,948		1,055,347	1,055,347
6	Thse - Prior Years Surplus(Deficit)		31,383	31,383	31,383		103,167	103,167
7	Com - Rental Fireside Lounge	441	959	1,400	800	315	685	1,000
8	Com - Caretaker Suite	2,267	4,933	7,200	7,200	2,267	4,933	7,200
9	Com - Guest Suites	3,858	8,392	12,250	9,000	2,834	6,166	9,000
10	Com - RV Parking	2,999	6,526	9,525	10,000	2,834	6,166	9,000
11	Com - Misc. & Fines & Parking	44	96	140	0	0	0	0
13	Com - Dish & Cutlery Rental	31	69	100	0	0	0	0
14	Com - Interest Income	3,465	7,538	11,002	1,500	2,362	5,138	7,500
15	Com - Remote Control Sale	1,090	2,373	3,463	1,800	756	1,644	2,400
16	Com - Keys	9	21	30	0	0	0	0
17	<b>TOTAL Operations Income</b>	642,147	1,109,236	1,751,383	1,734,507	695,677	1,183,246	1,878,923
18	<b>CRF Fund Fees</b>	252,441	549,213	801,654	801,654	252,441	549,213	801,654
19	<b>Condo - Utility Fund Fees</b>	188,835		188,835	186,378	167,521		167,521
20	<b>Water Fund Fees</b>	70,650	103,325	173,975	170,208	90,664	132,596	223,260
21	<b>TOTAL Fees To Be Collected</b>	1,154,073	1,761,774	2,915,847	2,892,747	1,206,303	1,865,055	3,071,358

<b>CONDO UTILITIES</b>		<b>Condo</b>		<b>Actual</b>	<b>Budget</b>	<b>Condo</b>		<b>Budget</b>
.	Total Condo Utility Income	188,835		188,835	186,378	167,521		167,521
23	Prior Years Surplus(Deficit)	22,707		22,707	22,707	41,979		41,979
24	<b>TOTAL INCOME</b>	211,542		211,542	209,085	209,500		209,500
25	Electricity	49,642		49,642	54,075	57,500		57,500
26	Gas	119,921		119,921	155,010	152,000		152,000
27	<b>TOTAL EXPENSES</b>	169,563		169,563	209,085	209,500		209,500
28	<b>Surplus(Deficit)</b>	41,979		41,979	0	0		0

<b>WATER FUND</b>		<b>Condo</b>	<b>Thse</b>	<b>Actual</b>	<b>Budget</b>	<b>Condo</b>	<b>Thse</b>	<b>Budget</b>
29	Total Water Income	70,650	103,325	173,975	170,208	90,664	132,596	223,260
30	Prior Years Surplus(Deficit)			22,296	22,296	2,179	3,187	5,366
31	<b>TOTAL INCOME</b>	70,650	103,325	196,271	192,504	92,843	135,783	228,625
32	<b>TOTAL COST</b>	77,525	113,380	190,905	192,504	92,843	135,783	228,625
33	<b>Surplus(Deficit)</b>			5,366	0			0

APPROVED 2024-2025

	EXPENSES	Actual 2023-2024				Proposed 2024-2025		
		Condo	Thse	Actual	Budget	Condo	Thse	Budget
34	Condo - Building Repair & Maintnce	40,424		40,424	40,000	60,000		60,000
35	Condo - Eqpt Repair & Maintnce	49,914		49,914	75,000	80,000		80,000
36	Condo - Elevators Repair & Maintnce	19,120		19,120	17,500	22,500		22,500
37	Condo - Gate/Door Repair & Maint.	5,078		5,078	6,000	7,000		7,000
38	Condo - Garbage	22,771		22,771	27,000	27,000		27,000
39	Condo - Janitorial Sevices	25,074		25,074	30,000	30,000		30,000
40	Thse - Building Repair & Maint.		58,128	58,128	62,000		90,000	90,000
41	Thse - Garbage		68,379	68,379	80,000		72,500	72,500
42	Com - Landscaping Services	53,168	115,672	168,840	170,000	54,793	119,207	174,000
43	Com - Landscaping Improvements	1,752	3,813	5,565	13,000	4,094	8,906	13,000
44	Com - Irrigation System	433	942	1,375	4,000	1,260	2,740	4,000
45	Com - Drainage Repair & Maint.	2,078	4,520	6,598	20,000	6,298	13,702	20,000
46	Com - Snow Removal	3,529	7,679	11,208	14,000	7,558	16,442	24,000
47	Com - Property Repair & Maint.	5,667	12,330	17,997	22,000	16,847	36,653	53,500
48	Com - Equipment Repair & Maint	8,281	18,017	26,298	18,000	9,290	20,210	29,500
49	Com - Pest Control	3,335	7,255	10,590	16,000	6,298	13,702	20,000
50	Com - Gate Repair & Maint	1,777	3,867	5,645	3,500	1,889	4,111	6,000
51	Com - Caretaker(s) Salaries&Ben.	25,190	54,803	79,992	91,500	30,388	66,112	96,500
52	Com - Utilities	3,976	8,650	12,626	16,800	5,290	11,510	16,800
53	Com - RV Lot Expenses	248	540	788	2,450	772	1,678	2,450
54	Rec Cen - Building Repair & Maint.	2,113	4,597	6,711	12,200	3,936	8,564	12,500
55	Rec Cen - Eqpt Repair & Maint.	2,773	6,032	8,805	25,000	7,873	17,128	25,000
56	Rec Cen - Janitorial Services	6,348	13,812	20,160	22,000	6,928	15,072	22,000
57	Rec Cen - Utilities	10,610	23,083	33,692	50,000	15,115	32,885	48,000
58	Rec Cen - Lock Up Costs.	353	767	1,120	2,100	693	1,507	2,200
59	Rec Cen - Pool & Hot Tub Maint.	3,661	7,965	11,626	14,500	4,566	9,934	14,500
60	Rec Cen - Exersise Eqpt R & M	3,519	7,656	11,175	12,000	3,779	8,221	12,000
61	Rec Cen - Guest Suites Telephones	0	0	0	0	0	0	0
62	Rec Cen - Workshop R & M	79	172	251	1,000	315	685	1,000
63	Rec Cen - Office Expenses	1,921	4,178	6,099	7,200	2,393	5,207	7,600
64	Com - Workers Compensation Board	210	457	667	1,500	315	685	1,000
65	Com - Accting, Bookkping, Audit	101	221	322	1,550	488	1,062	1,550
66	Com - AGM/SGM Expenses	1,213	2,638	3,851	5,000	1,889	4,111	6,000
67	Com - Postage & Printing	2,823	6,142	8,964	17,000	3,779	8,221	12,000
68	Com - Council Expenses	675	1,468	2,143	3,500	1,102	2,398	3,500
69	Com - Legal Expenses	344	749	1,094	4,500	1,417	3,083	4,500
70	Com - Insurance Costs	228,647	497,447	726,094	726,294	236,576	514,697	751,273
71	Com - Management Fees	26,557	57,778	84,335	83,863	28,341	61,659	90,000
72	Com - Property Taxes	171	372	542	650	205	445	650
73	Com - Security & Enterphone	1,610	3,502	5,111	11,500	3,621	7,879	11,500
74	Com - Strata Web Site	84	182	266	400	126	274	400
75	Com - Misc, Permits, Memberships	0	0	0	0	0	0	0
76	Com - Emergency Preparedness	1,037	2,256	3,293	4,000	945	2,055	3,000
77	<b>TOTAL Operations</b>	566,664	1,006,069	1,572,733	1,734,507	695,677	1,183,246	1,878,923
78	<b>Operations - Surplus(Deficit)</b>	75,483	103,167	178,650	0	0	-0	0

CHELSEA GARDENS  
 LEVY FEE SCHEDULE  
 TOWNHOUSE RE-ROOFING  
 MAYFAIR - 13870 70 AVENUE

UNIT	S/L	U/E	TOTAL LEVY	2024 Payment	2025 Payment
101-1	73	829	\$3,954.13	\$1,977.06	\$1,977.06
102-1	72	1118	\$5,332.59	\$2,666.29	\$2,666.29
103-1	71	1118	\$5,332.59	\$2,666.29	\$2,666.29
104-1	70	1058	\$5,046.40	\$2,523.20	\$2,523.20
105-1	69	1120	\$5,342.13	\$2,671.06	\$2,671.06
106-1	68	1117	\$5,327.82	\$2,663.91	\$2,663.91
107-1	75	1117	\$5,327.82	\$2,663.91	\$2,663.91
108-1	74	697	\$3,324.52	\$1,662.26	\$1,662.26
201-1	81	829	\$3,954.13	\$1,977.06	\$1,977.06
202-1	80	1118	\$5,332.59	\$2,666.29	\$2,666.29
203-1	79	1118	\$5,332.59	\$2,666.29	\$2,666.29
204-1	78	1058	\$5,046.40	\$2,523.20	\$2,523.20
205-1	77	1132	\$5,399.37	\$2,699.68	\$2,699.68
206-1	76	1117	\$5,327.82	\$2,663.91	\$2,663.91
207-1	83	1117	\$5,327.82	\$2,663.91	\$2,663.91
208-1	82	697	\$3,324.52	\$1,662.26	\$1,662.26
301-1	89	829	\$3,954.13	\$1,977.06	\$1,977.06
302-1	88	1118	\$5,332.59	\$2,666.29	\$2,666.29
303-1	87	1118	\$5,332.59	\$2,666.29	\$2,666.29
304-1	86	1058	\$5,046.40	\$2,523.20	\$2,523.20
305-1	85	1132	\$5,399.37	\$2,699.68	\$2,699.68
306-1	84	1117	\$5,327.82	\$2,663.91	\$2,663.91
307-1	91	1117	\$5,327.82	\$2,663.91	\$2,663.91
308-1	90	697	\$3,324.52	\$1,662.26	\$1,662.26
401-1	97	829	\$3,954.13	\$1,977.06	\$1,977.06
402-1	96	1110	\$5,294.43	\$2,647.22	\$2,647.22
403-1	95	1110	\$5,294.43	\$2,647.22	\$2,647.22
404-1	94	1058	\$5,046.40	\$2,523.20	\$2,523.20
405-1	93	1132	\$5,399.37	\$2,699.68	\$2,699.68
406-1	92	1110	\$5,294.43	\$2,647.22	\$2,647.22
407-1	99	1110	\$5,294.43	\$2,647.22	\$2,647.22
408-1	98	697	\$3,324.52	\$1,662.26	\$1,662.26
		32702			



# CrossRoads Management Ltd.

Dear Chelsea Gardens

As the Special Resolution and Special Levy was approved at the Annual General Meeting of April 23, 2024, we wanted to explain how to make your payment.

Please refer to the Special Levy Schedules in the Minutes and we ask that you return this form as soon as possible. The fee schedule pages show your share, based on unit entitlement (essentially the square footage of your home) of the APPROVED Special Levy of \$2,590,000 to conduct a Re-Roofing Project in two phases which will commence May of 2024. This will be a levy that happens over 2 years. **One payment on June 1, 2024 and the next payment to occur on June 1, 2025.**

- You should note. that, although the resolution indicates that the Special Levy is due and payable upon passage of the Special Resolution, owners are being given an extension to pay on **June 1, 2024** and **June 1, 2025**, except that any owner who sells their unit is obligated to pay any Special Levy owed prior to conveying the unit.
- Failure to pay the special levy on time can lead to the Strata Corporation imposing a lien and any legal fees associated with applying the lien to the unit charged back.

There are a couple ways to pay this Special Assessment:

- ❖ You can provide **two** cheques dated **June 1, 2024** and **June 1, 2025**. Cheques should be made payable to LMS1416 Chelsea Gardens and can be sent to CrossRoads Management at the following address:  
**#215 – 7455 132 Street, Surrey, BC V3W 1J8.**
- ❖ You can indicate, below, your permission to take the amount out of the usual bank account that we withdraw your maintenance fees and this would happen on June 1, 2024 and June 1, 2025. You could then forward this authorization to CrossRoads Management at the address shown above or, via email to [sandie@crpm.ca](mailto:sandie@crpm.ca).
- ❖ Or simply email [sandie@crpm.ca](mailto:sandie@crpm.ca) the below filled out information.

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I hereby grant permission to CrossRoads Management to withdraw my Special Levy payment from the bank account regularly used for my maintenance fees on **June 1, 2024 and June 1, 2025.**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Unit Number and Address: \_\_\_\_\_

***If you fill this out and submit it, this means you are granting permission for both payment dates and will not need to provide further authorization for the 2025 payment.***