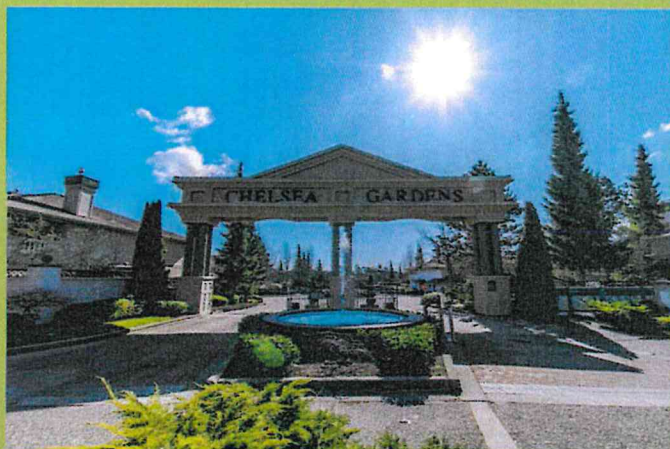


CROSSROADS MANAGEMENT
STRATA MANAGERS
ROSS RUDDICK, JESSE TRAIN AND BOGDAN MITOI

NOTICE OF THE ANNUAL GENERAL MEETING

MONDAY, APRIL 29, 2019



MONDAY

APRIL

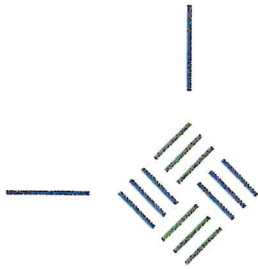
29TH

2019

YOU ARE INVITED

to our
ANNUAL GENERAL MEETING

EAGLEQUEST GOLF CENTRE - COYOTE CREEK CLUBHOUSE
7778 – 152ND STREET. SURREY



CrossRoads Management Ltd.

March 30, 2019

NOTICE OF THE ANNUAL GENERAL MEETING

TO: OWNERS – CHELSEA GARDENS - LMS 1416
DATE: MONDAY, APRIL 29, 2019
TIME: 6:00 P.M. REGISTRATION - 7:00 P.M. CALL TO ORDER
PLACE: EAGLEQUEST GOLF CENTRE - COYOTE CREEK CLUBHOUSE
7778 – 152ND STREET, SURREY

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.

Enclosed are an agenda, a proxy form, and the proposed budget and fee schedule for 2019-2020. 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 three Council positions. Candidate resumes are attached to this AGM notice but nominations are also permitted from the floor at the AGM. Four current Council members will remain on Council for the second year of their 2-year term. This meeting will include the review and vote on the annual budget, capital projects, and various administrative items. There is a proposed fee increase due to rising operating costs and a major contributor to this is the cost of strata insurance that has jumped significantly over last year.

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 on Monday, April 29, 2019 at 6:00 PM for registration and a 7:00 PM call to order.

Yours truly,

CROSSROADS MANAGEMENT LTD. - On behalf of the Owners of Chelsea Gardens

Ross Ruddick, Jesse Train and Bogdan Mitoi
Strata Managers

CHELSEA GARDENS LMS 1416 ANNUAL GENERAL MEETING AGENDA

NOTICE DATE: MARCH 30, 2019

THE OWNERS OF THE CHELSEA GARDENS - LMS 1416 – MONDAY, APRIL 29, 2019

- 1. REGISTRATION 6:00 P.M.**
- 2. CALL TO ORDER 7:00 P.M.**
- 3. CERTIFICATION OF PROXIES**
- 4. DETERMINATION OF QUORUM**
- 5. PROOF OF NOTICE/WAIVER OF NOTICE**
- 6. ADOPTION OF AGENDA**
- 7. ADOPTION OF MINUTES: AGM - APRIL 23, 2018**
- 8. REPORTS FROM COUNCIL**
- 9. COMMITTEE REPORTS**
- 10. ELECTION OF STRATA COUNCIL - THREE POSITIONS**
- 11. ELECTION OF INVESTMENT COMMITTEE**
- 12. RATIFICATION OF RULES – SIMPLE MAJORITY VOTE (OVER 50%)**
- 13. REPORT ON INSURANCE**
- 14. APPROVAL OF THE 2018 – 2019 OPERATING RESULTS**
- 15. APPROVAL OF PROPOSED OPERATING BUDGET 2019 – 2020**
- 16. NEW BUSINESS – RESOLUTIONS WHERE NOTICE HAS BEEN GIVEN**

RESOLUTIONS (ATTACHED):

- A. CONSIDERATION OF 3 / 4 VOTE "A" – TOWNHOUSE CAPITAL PROJECTS
 - B. CONSIDERATION OF 3 / 4 VOTE "B" – MAKE UP AIR REPLACEMENT
 - C. CONSIDERATION OF 3 / 4 VOTE "C" – GARAGE DOORS
 - D. CONSIDERATION OF 3 / 4 VOTE "D" – WINDSOR LOBBY IMPROVEMENTS
 - E. CONSIDERATION OF 3 / 4 VOTE "E" – LANDSCAPE REMEDIATION
 - F. CONSIDERATION OF 3 / 4 VOTE "F" – TELECOMMUNICATIONS AGREEMENT
 - G. CONSIDERATION OF 3 / 4 VOTE "G" – ACCESSIBILITY COSTS
 - H. CONSIDERATION OF 3 / 4 VOTE "H" – BYLAW CHANGE – FLAGS
 - I. CONSIDERATION OF 3 / 4 VOTE "I" – BYLAW CHANGE – REPAIR/MAINTENANCE
 - J. CONSIDERATION OF 3 / 4 VOTE "J" – BYLAW AMENDMENT - GARBAGE
 - K. CONSIDERATION OF 3 / 4 VOTE "K" – BYLAW AMENDMENT – VEHICLE PARKING
 - L. CONSIDERATION OF 3 / 4 VOTE "L" – BYLAW AMENDMENT - VEHICLE PARKING
 - M. CONSIDERATION OF 3 / 4 VOTE "M" – BYLAW AMENDMENT CONSOLIDATION
 - N. CONSIDERATION OF MAJORITY VOTE – LETTER TO BC GOVERNMENT
17. NEW BUSINESS – COMMENTS, QUESTIONS, ETC. FROM THE FLOOR
18. TERMINATION OF MEETING

PRESIDENT'S REPORT TO THE OWNERS

On behalf of your strata council and Crossroad's management team I would like to welcome everyone and thank you in participating in this evenings meeting. Your Strata Members are Bob Hurley; Social Committee liaison , Murray Hill; townhouses and Vice President , Gordon Yamashita; RV parking and apartments , Victor Monasch, Treasurer, Anita Thompson; clubhouse, Ashley Orton; security and landscaping . Lastly myself Zenon Jalbert: President.

I would like to honor one of our council members; Gordon Yamashita who is not forwarding his name for re-election. Gordon served six years in the role as apartment and RV parking liaison. Gordon has lived in the complex for thirteen years and wishes to continue to enjoy our beautiful Chelsea Gardens.

This past year has seen numerous upgrades throughout the complex. Renovations carried out to the lobby in the Kensington. Carpeting and hallway upgrades in the Mayfair. Clubhouse guest suite improvements and hallway repainting. Replaced the south fence and rationalized reduced costs of our clubhouse telephone/Internet system. Revamping of the fob system earlier this year and continuing landscaping improvements.

This past year we also experienced a number of maintenance challenges with the replacement of the Mayfair heat exchanger, townhouse flat roof repairs, and expensive townhouse waterline leaks attributed to ongoing tree root encroachment.

Victor Monasch, our treasurer, with the assistance of Anita Thompson, generated a budget, which will allow us to continue to maintain, improve, and carry out various upgrades in the complex despite the challenges outside of our control such as a major increase in insurance. Council would like to thank Victor and Anita for the many hours of hard work in keeping our budgets in good order. The contingency continues to grow and at present, we are approaching the 2.3 million dollar mark.

At this time I would like to acknowledge our many volunteers, who in a large part make Chelsea Gardens a wonderful place to live and definitely saves us all money. Projects include the restoration and painting of the exterior concrete bollards. Painting throughout the complex including benches, lattice, and signs. Other activities include plant care, lattice repair and irrigation system maintenance and our emergency response teams.

Our Social committee volunteers who organize so many of our events we experience throughout the year, such as Canada Day, New Year's Eve and our various functions along with the newsletters and Chelsea Today web sites, to keep everyone informed of the various activities. The Chelsea Today web site recently experienced a major expansion with the addition of all Strata related documentation such as meeting minutes, rules etc.

As mentioned previously, volunteering is a very important component of our complex so if you have an area of expertise that you would like to share or just help out, please let us know.

Finally yet importantly, applause should go to your strata council who work tirelessly, most times in the background, to keep our community running smoothly. The council feels we are extremely lucky to have Ross Ruddick, Jesse Train, and Bogdan Mitoi to guide us through the many hurdles we encounter during the year with their expertise and willingness to tackle the numerous challenges that inevitably crop up.

As this is a lengthy agenda, we request that residents speak to the motion only once and in a timely fashion. We will try to go from one microphone to another in a fair and reasonable order so that everyone's concerns are addressed. Also, unless absolutely necessary, we request that voting be done with a show of voting cards rather than secret ballots as time will become an issue. If the rule and by-law changes that are in your AGM package are approved tonight, you will receive updated pages to insert into your owner's manual. Just a friendly reminder, if you sell your property, the owner's manual is to remain in your unit.

Thank you for your participation this evening.

Zenon Jalbert, 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:

Murray Hill	- K406
Zenon Jalbert	- T202
Ashley Orton	- T243
Anita Thompson	- W325

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

Bob Hurley	- W122
Victor Monasch	- T153
Norman Reid	- T302
Bill Zemianski	- T329

All of these candidates have signed 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.

RESUME FROM BOB HURLEY

Kathy and I have enjoyed living in Chelsea Gardens for over twenty years. I have served on council for over four years and feel I still have more to contribute.

My background is in the airline industry and I have experience in negotiating with management as a union rep .This training taught me compromise, and keeping personal feelings out of council meetings .Although I think of myself as a team player I have enough confidence to express my opinions if I disagree with the majority of council members .

Important items that I think should be considered and that I am concerned about in the next term are privacy issues regarding the use of cameras in Chelsea Gardens .I do not support cameras in the clubhouse recording 24/7.The cameras in the clubhouse should only record between the hours of 10pm to 7am. This is more in line with the guidelines for strata's outlined in PIPA (Personal Information Protection ACT)

I support all of the other resolutions being brought forward in the AGM package, and I look forward to your ongoing support.

Bob Hurley

RESUME FROM VICTOR MONASCH

I am submitting my name for re-election to the strata council. My wife Barbara and I have been townhouse owners since September 1994. I retired in March of 1999 from an information technology company. I was on the strata council for 4 years and as treasurer for 3 years. I served on many committees from 2004 to 2008. In August 2016, I was asked, and I accepted to fill a vacancy position on council and was then elected to the position of treasurer. My main aim is to keep Chelsea Gardens as a well-maintained strata in a fiscally responsible manner.

Victor Monasch

RESUME OF NORMAN REID

My name is Norman Reid and I have lived at Chelsea Gardens for the last three years. I'd like to put myself forward to run for council for the upcoming April 2019 elections.

I am a retired Maintenance Foreman. I worked for the City of Vancouver for 37 years in their Street Maintenance Division. I worked laying concrete, asphalt and brickwork amongst many other maintenance duties. I acted as a shop steward for fifteen years for

my fellow workers, with the CUPE union.

I assist on the irrigation crew with Murray Hill. I also volunteer at events, helping with set up and take down. I am in the Emergency Preparedness group (Fire & Utilities).

My experience would be an asset to the council and Residents of Chelsea Gardens. I'd like to thank you for your time and consideration.

Norman Reid

RESUME OF BILL ZEMIANSKI

My name is Bill Zemianski and I am seeking the nomination for Chelsea Gardens strata council.

I was born and raised in Winnipeg Manitoba. I have been married to my wife, Gladys for 48 years. We have two daughters and two grand daughters.

I started my working career with one of the five big banks, after a few years I joined the Canadian business unit of a large multinational company based in Basel Switzerland. During my thirty-year career, I worked in sales, logistics and marketing. I was involved in budgeting, training staff, negotiating contracts and liaising with other business units. During my time spent as western logistics manager and office manager, I had thirty staff report to me.

I worked in the cities of Winnipeg, Saskatoon, Edmonton and Vancouver. After the business unit was sold, we were down sized. I obtained a job with a local importing company. My main function was logistics manager; I ran a department of twenty people. In the second year I fixed a major problem in the counting of inventory, it was taking the company four to five days to count inventory. I reduced the time to two days.

I have been on many different types of committees and I served as the president of Sun God Villa strata council

The reason I am seeking a seat on the council is that Gordon Yamashita is retiring. In the two years we have lived here, I have been impressed with the way the Council and the committees work.

I offer my skills and knowledge to benefit council and the residents of Chelsea Gardens and to continue its culture.

Bill Zemianski

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 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.

As time is limited at this or any 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.

At the June 19, 2018 meeting a new rule was approved by Council to read:

Guests under the age of 19 and accompanied by an owner are only allowed in the pool between the hours of 11:00 AM and 2:00 PM every day during the season the pool is open and 5:00 PM to 6:00 PM Saturday – Thursday during the season the pool is open

MOVED _____ SECONDED _____

At the March 19, 2019 Council meeting a new rule was approved by Council to read:

1. GENERAL

1. Rental rates and user fees for all services, products, parking spaces, guest suites, common spaces, etc. will be set by the Strata Council on an annual basis at the last Council meeting in March prior to the Annual General Meeting. They will not take effect until ratified at the Annual General Meeting.

These rental rates and user fees include the following:

1. Electric scooters parked in apartments using common electricity.
2. Strata owned parking stalls in apartments available for rental by apartment owners.
3. Fobs and clickers. These prices may be increased during the fiscal year if the cost of purchasing them exceeds the re-sale price.
4. Apartment move-in/move-out fees.
5. Apartment elevator key security fee.
6. Fireside Room rental fee.

7. Fireside Room damage deposit.
8. Guest Suite Rental rate.
9. RV stall rental rate for owners and tenants.
10. Tow vehicle rental rates.
11. RV parking rates for visitors.
12. Kilometer rate to be paid to Council, Volunteers and Staff.

All references to rental rates in specific rules will be replaced by the following statement:

“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.

MOVED _____ SECONDED _____

At the March 19, 2019 Council meeting a new rule was approved by Council to read:

1. **GENERAL**

- j. The rental rates for the upcoming year will be:
1. Electric scooters parked in apartments - \$6.00 per month.
 2. Strata owned parking stalls in apartments - \$25.00 per month.
 3. Fobs and scan cards - \$10.00. Clickers - \$60.00.
 4. Apartment move-in/move-out fees. - \$100.00 one-time charge.
 5. Apartment elevator key security fee. - \$50.00.
 6. Fireside Room rental fee. - \$50.00.
 7. Fireside Room damage deposit. - \$250.00.
 8. Guest Suite Rental rate. - \$45.00 per night.
 9. RV stall rental rate for owners and tenants. – 25.00 per month.
 10. Tow vehicle rental rates. - \$10.00 per month.
 11. RV parking rates for visitors. - \$25.00 per week.
 12. Kilometer rate to be paid to Council, Volunteers and Staff. - .55 cents per kilometer.

MOVED _____ SECONDED _____

At the March 19, 2019 Council meeting a new rule was approved by Council to read:

1. GENERAL

- k. Garage sales are prohibited except during an annual event approved and scheduled by the Strata Council. During a Council approved annual garage sale, apartments will be assigned some ground level visitor parking spaces for their items.

MOVED _____ SECONDED _____

At the March 19, 2019 Council meeting a new rule was approved by Council to read:

1. GENERAL

- l. Each Strata Lot is limited to a maximum of 10 fobs and/or clickers unless written permission is granted by the Strata Council for extenuating circumstances.

MOVED _____ SECONDED _____

At the March 19, 2019 Council meeting a new rule was approved by Council to read:

1. GENERAL

- m. The use of private vehicles for official strata business by Council members or volunteers is not permitted without prior approval by the Strata Council. When approved, that usage will be compensated by a per kilometer rate that will be established by the Strata Council at the beginning of each fiscal year and that rate will reflect the cost of gas, maintenance, wear and tear and insurance. The Strata Corporation will not be responsible for the cost of any insurance deductible or repairs that are a result of using a private vehicle for Strata Business. Staff members who have been authorized by the Strata Council for private vehicle use may do so on a year round basis but they will also be compensated by the same per kilometer rate and will not be compensated for any deductibles or vehicle repairs.

MOVED _____ SECONDED _____

At the March 19, 2019 Council meeting a new rule was approved by Council to read:

4. USE OF RECREATIONAL FACILITIES

B. *Pool and Spa Area*

18. Cameras that have any view of the pool and spa area will only be recording between 10:00 PM – 7:00 AM.

MOVED _____ SECONDED _____

At the March 19, 2019 Council meeting an amended and additional rule was approved by Council to read:

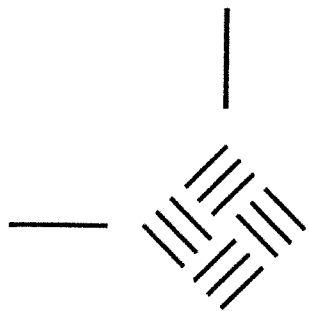
9. Guest suites must be vacated no later than **9:30 AM** on the last day the suite is rented. Keys must be dropped in the mail slot to the Resident Manager's office. **Guest suite renters who stay beyond 10:00 AM on check-out day will be charged an additional day's rental, payable by the owner who booked the suite.**

MOVED _____ SECONDED _____

At the March 19, 2019 Council meeting a new rule was approved by Council to read:

2. (k) All vehicles, bicycles and motorcycles stored in the parkades must be operational and roadworthy and not in derelict condition. **The condition of the vehicle must be such that the vehicle must be able to move and does not have any major mechanical flaw, leaking oil or flat tires.**

MOVED _____ SECONDED _____



CrossRoads Management Ltd.

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 \$10,000.00.

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 133 million dollars. Given a 15% deductible on the policy, that would mean that Chelsea Gardens owners would have to come up with almost 20 million dollars. Although the assessment to owners would be based on unit entitlement (square footage), the average cost per unit would be almost \$50,000.00. If the reconstruction costs exceeded 133 million dollars, then the assessment would be increased to cover any shortfall. Owners should consider having insurance coverage in the area of \$50,000.00 or more.

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

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.

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.

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 (\$5,000.00)
- Water Damage (\$10,000.00)
- Residential Glass (\$500.00)
- Sewer back-up (\$10,000.00)
- Flood (\$25,000.00)
- 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.

Ross Ruddick
Jesse Train
Bogdan Mitoi
Strata Managers

**Chelsea Gardens Social Committee
Balance Sheet**

Feb 28, 19

ASSETS

Current Assets

Chequing/Savings

Credit Union 5,074.12

RBC 3,062.06

Total Chequing/Savings 8,136.18

Other Current Assets

Petty Cash 1,544.05

Pub Float 300.00

Pub Snack Float 45.00

Total Other Current Assets 1,889.05

Total Current Assets 10,025.23

TOTAL ASSETS 10,025.23

LIABILITIES & EQUITY

Equity

Opening Balance Equity 11,714.82

Retained Earnings (3,325.32)

Net Income 1,635.73

Total Equity 10,025.23

TOTAL LIABILITIES & EQUITY 10,025.23

**Chelsea Gardens Social Committee
Profit & Loss**

Cash Basis

March 2018 through February 2019

Mar '18 - Feb 19

Income		
Income		
50/50	3,332.65	
Morning Coffee	2,742.75	
Other Sales	20.00	
Pub Sales	10,277.95	
Returns	100.90	
Special Events		
Canada Day	2,526.00	
Grand Icecream Party	154.50	
Grey Cup Party	231.00	
Italian Dinner	1,032.00	
Lisa Brokop Concert	1,395.00	
New Years Eve	2,240.00	
Pizza Night	1,605.00	
Polar Bear Swim	225.00	
Robbie Burns	1,140.00	
Texan Chili Night	24.00	
Total Special Events	10,572.50	
Total Income	27,046.75	
Interest	50.30	
Total Income	27,097.05	
Expense		
Costs of Events		
Bar Licenses	873.07	
Bar Restocking	5,206.10	
Greeting Cards	93.30	
Kitchen/Coffee	1,285.95	
Miscellaneous Expenses	6,874.18	
Newsletters	491.21	
Pictures	57.84	
Pub Snacks	627.45	
Special Decorations	210.39	
Special Events		
Canada Day	1,207.96	
Christmas Carolling	123.00	
Christmas Coffee	109.28	

Chelsea Gardens Social Committee
Profit & Loss

Cash Basis

March 2018 through February 2019

	<u>Mar '18 - Feb 19</u>
Christmas Concert	255.28
Flower Power	3.35
Grand Icecream Party	182.02
Grey Cup Party	138.10
Halloween Party	46.75
Italian Dinner	770.44
Lisa Brokop Concert	1,100.00
New Comers	97.65
New Years Eve	3,049.15
Pizza Night	1,043.25
Polar Bear Swim	131.25
Pool Opening	27.70
Robbie Burns	713.05
Superbowl	34.69
Ugly Sweater	6.90
Volunteer Appreciation	622.73
Total Special Events	<u>9,662.55</u>
Total Costs of Events	25,382.04
Office Supplies	79.28
Total Expense	<u>25,461.32</u>
Net Income	<u><u>1,635.73</u></u>

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
February 2019
AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2019

Page 1
3/19/2019
09:23 AM

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#1001 - 7445 132nd Street, Surrey, BC V3W 1J8
778-578-4445
Surrey, BC V3W 1J8

ASSETS	
1025-0000 Bank - Westminster - Contingency	291,165.64
1038-1182 WSCU GIC - 2.18% - May.23/19	750,000.00
1038-1186 WSCU GIC - 2.314% - Apr.26/19	300,000.00
1038-1206 WSCU GIC - 2.4190% - Jul.13/19	200,000.00
1038-1208 WSCU GIC - 2.5230% - Aug.27/19	300,000.00
1038-1217 WSCU GIC - 2.6180% - Oct.24/19	250,000.00
1038-1237 WSCU GIC - 2.5% - Feb.25/20	200,000.00
TOTAL ASSETS	<u>2,291,165.64</u>
LIABILITIES	
2012-2500 Accrued Expenses	15,000.00
TOTAL LIABILITIES	<u>15,000.00</u>
OWNERS' EQUITY	
3500-0000 Net Income - Prior Years	2,087,519.82
3510-0000 Net Income - Current Year	188,645.82
TOTAL OWNERS' EQUITY	<u>2,276,165.64</u>
TOTAL LIABILITIES AND EQUITY	<u>2,291,165.64</u>

Date: MAR. 19/19
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
February 2019
AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2019

Page 1
3/19/2019
09:23 AM

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#1001 - 7445 132nd Street, Surrey, BC V3W 1J8
778-578-4445
Surrey, BC V3W 1J8

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-5000 Strata Fees - Apartments	11,677.58	11,677.62	-0.04	0.00	140,130.96	140,131.00	-0.04	0.00	140,131.00
4010-6000 Strata Fees - Townhome	25,405.83	25,405.87	-0.04	0.00	304,869.96	304,870.00	-0.04	0.00	304,870.00
TOTAL	37,083.41	37,083.49	-0.08	0.00	445,000.92	445,001.00	-0.08	0.00	445,001.00
4031-0000 Interest Income	3,972.64	0.00	3,972.64	0	43,232.00	0.00	43,232.00	0	0.00
4031-6000 Interest Income- Insur. L	452.67	0.00	452.67	0	5,432.04	0.00	5,432.04	0	0.00
TOTAL	4,425.31	0.00	4,425.31	0	48,664.04	0.00	48,664.04	0	0.00
TOTAL INCOME	41,508.72	37,083.49	4,425.23	11.93	493,664.96	445,001.00	48,663.96	10.94	445,001.00
6276-2018 Kensington Lobby/Parka	9,896.81	2,916.63	-6,980.18	-239.3	38,509.90	35,000.00	-3,509.90	-10.03	35,000.00
6277-2018 Mayfair Carpet Replace	21,884.32	3,333.37	-18,550.95	-556.5	21,884.32	40,000.00	18,115.68	45.29	40,000.00
6278-2018 Mayfair Hallway Painting	17,053.19	4,166.63	-12,886.56	-309.2	39,399.46	50,000.00	10,600.54	21.20	50,000.00
6280-2018 Mayfair-Heat Exchanger/	0.00	0.00	0.00	0	8,118.60	0.00	-8,118.60	0	0.00
TOTAL EXPS. BEFORE UTILITIES	48,834.32	10,416.63	-38,417.69	-368.8	107,912.28	125,000.00	17,087.72	13.67	125,000.00
TOWNHOUSE EXPENSES									
6342-2018 2018 Townhouse Envelo	15,587.83	6,666.63	-8,921.20	-133.8	83,882.07	80,000.00	-3,882.07	-4.85	80,000.00
6344-2018 Garage Doors	0.00	2,083.37	2,083.37	100.00	20,093.75	25,000.00	4,906.25	19.63	25,000.00
TOTAL OPERATING EXPS. - T.H.	15,587.83	8,750.00	-6,837.83	-78.15	103,975.82	105,000.00	1,024.18	0.98	105,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6510-2018 SouthSide Fence Replac	0.00	4,166.63	4,166.63	100.00	34,373.43	50,000.00	15,626.57	31.25	50,000.00
6511-2018 Landscaping Remediatio	0.00	2,833.37	2,833.37	100.00	32,445.00	34,000.00	1,555.00	4.57	34,000.00
6512-2018 Main Water Line Repair	0.00	0.00	0.00	0	24,844.19	0.00	-24,844.19	0	0.00
TOTAL REPAIR & MAINT.	0.00	7,000.00	7,000.00	100.00	91,662.62	84,000.00	-7,662.62	-9.12	84,000.00
RECREATION CENTRE - COMMON									
6709-2018 Clubhouse Improvement	0.00	147.68	147.68	100.00	1,468.42	1,771.83	303.41	17.12	1,771.83
TOTAL OPER. EXPS-REC. CENTRE	0.00	147.68	147.68	100.00	1,468.42	1,771.83	303.41	17.12	1,771.83
TOTAL COMMON EXPENSES	0.00	7,147.68	7,147.68	100.00	93,131.04	85,771.83	-7,359.21	-8.58	85,771.83
TOTAL EXPENSES	64,422.15	26,314.31	-38,107.84	-144.8	305,019.14	315,771.83	10,752.69	3.41	315,771.83
NET INCOME (LOSS)	-22,913.43	10,769.18	-33,682.61	-312.7	188,645.82	129,229.17	59,416.65	45.98	129,229.17
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
February 2019

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AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2019

Prepared For:
 Strata Plan LMS1416
 Surrey, BC

 Surrey, BC

Prepared By:
 Crossroads Management Ltd.
 #1001 - 7445 132nd Street, Surrey, BC V3W 1J8
 778-578-4445
 Surrey, BC V3W 1J8

ASSETS

1010-0000 Petty Cash	500.00
1013-0000 Bank Shares	5.00
1020-0000 Bank - Westminster - Chequing	79,812.51
1027-0000 Bank - Water Surcharge	74,436.22
1028-1300 Bank - Golf Tournament Funds	1,080.39
1029-0000 Bank - Apt Utilities	24,611.64
1030-0000 Bank - Exercise Room	1,167.54
1040-0000 Bank - Social Committee	5,083.75
1205-0000 Prepaid Expenses	5,075.99
1220-0000 Caretaker Suite	74,305.56
1300-0000 Accounts Receivable	<u>3,274.57</u>
TOTAL ASSETS	<u><u>269,353.17</u></u>

LIABILITIES

2010-0000 Accounts Payable	66,734.16
2017-0000 Social Committee Fund	5,083.75
2018-0000 Exercise Room	1,167.54
2019-0000 Golf Tournament Fund	1,080.39
2035-0000 Security Deposits	300.00
2170-0000 Vacation Payable	2,329.18
2250-0000 Pre-Paid Fees	<u>1,451.78</u>
TOTAL LIABILITIES	78,146.80

OWNERS' EQUITY

3499-0000 Owners' Equity/Caretaker Suite	74,305.56
3500-0000 Net Income - Prior Years	10,375.54
3510-0000 Net Income - Current Year	66,111.88
3510-2000 Net Income - Utilities	13,873.74
3510-3000 Net Income - Water & Sewer	<u>26,539.65</u>
TOTAL OWNERS' EQUITY	<u>191,206.37</u>
TOTAL LIABILITIES AND EQUITY	<u><u>269,353.17</u></u>

Date: MAR 18/19
 Accountant: [Signature]
 Property Manager: [Signature]

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

AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2019

Prepared For:
 Strata Plan LMS1416
 Surrey, BC

 Surrey, BC

Prepared By:
 Crossroads Management Ltd.
 #1001 - 7445 132nd Street, Surrey, BC V3W 1J8
 778-578-4445
 Surrey, BC V3W 1J8

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-0000 Strata Fees	42,495.45	42,495.25	0.20	0.00	509,945.40	509,943.00	2.40	0.00	509,943.00
4012-0000 CRF Strata Fees - Apart	-11,677.58	-11,677.62	0.04	0.00	-140,130.96	-140,131.00	0.04	0.00	-140,131.00
4015-0000 Parking & Scooter Parkin	370.00	141.63	228.37	161.24	4,260.00	1,700.00	2,560.00	150.59	1,700.00
4022-0000 Move in/out	0.00	66.63	-66.63	-100.0	1,000.00	800.00	200.00	25.00	800.00
4025-0000 Prior Year Surplus (Defici	2,851.63	2,851.63	0.00	0.00	34,220.00	34,220.00	0.00	0.00	34,220.00
TOTAL	34,039.50	33,877.52	161.98	0.48	409,294.44	406,532.00	2,762.44	0.68	406,532.00
4030-0000 Strata Fees	76,733.58	76,733.62	-0.04	0.00	920,802.96	920,803.00	-0.04	0.00	920,803.00
4032-0000 CRF Strata Fees - Town	-25,405.83	-25,405.87	0.04	0.00	-304,869.96	-304,870.00	0.04	0.00	-304,870.00
4037-0000 Prior Year Surplus	3,150.13	3,150.13	0.00	0.00	37,802.00	37,802.00	0.00	0.00	37,802.00
TOTAL	54,477.88	54,477.88	0.00	0.00	653,735.00	653,735.00	0.00	0.00	653,735.00
OTHER									
4040-0000 Rental - Fireside Lounge	100.00	83.37	16.63	19.95	1,525.00	1,000.00	525.00	52.50	1,000.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	7,200.00	7,200.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	720.00	733.37	-13.37	-1.82	9,840.00	8,800.00	1,040.00	11.82	8,800.00
4055-0000 R.V. Parking	570.00	650.00	-80.00	-12.31	7,340.00	7,800.00	-460.00	-5.90	7,800.00
4061-0000 Bylaw Fines	0.00	0.00	0.00	0	300.00	0.00	300.00	0	0.00
4062-0000 Dish and Cutlery Rental	0.00	0.00	0.00	0	225.00	0.00	225.00	0	0.00
4065-0000 Interest Income	218.32	100.00	118.32	118.32	2,668.85	1,200.00	1,468.85	122.40	1,200.00
4066-0000 Remote Control Sale	280.00	125.00	155.00	124.00	2,935.00	1,500.00	1,435.00	95.67	1,500.00
4084-0000 Keys	0.00	0.00	0.00	0	30.00	0.00	30.00	0	0.00
TOTAL OTHER	2,488.32	2,291.74	196.58	8.58	32,063.85	27,500.00	4,563.85	16.60	27,500.00
TOTAL INCOME	91,005.70	90,647.14	358.56	0.40	1,095,093.29	1,087,767.00	7,326.29	0.67	1,087,767.00
6030-0000 Apt Janitor/Contract Serv	1,250.00	1,513.00	263.00	17.38	15,000.00	18,156.00	3,156.00	17.38	18,156.00
6208-0000 Building Maint. - Apartme	1,099.82	3,633.13	2,533.31	69.73	39,103.35	43,598.00	4,494.65	10.31	43,598.00
6215-0000 Equipment Maint.-Apart	4,339.80	4,080.13	-259.67	-6.36	46,371.03	48,962.00	2,590.97	5.29	48,962.00
6268-0050 Elevator Maint. - Apartm	1,259.73	1,291.63	31.90	2.47	15,401.32	15,500.00	98.68	0.64	15,500.00
6275-0000 Gate & Door Maint. - Apa	175.38	609.12	433.74	71.21	4,778.92	7,309.00	2,530.08	34.62	7,309.00
6279-0000 Garbage Pick-up - Apts.	1,642.32	1,878.62	236.30	12.58	20,687.04	22,543.00	1,855.96	8.23	22,543.00
TOTAL EXPS. BEFORE UTILITIES	9,767.05	13,005.63	3,238.58	24.90	141,341.66	156,068.00	14,726.34	9.44	156,068.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	2,010.27	4,583.37	2,573.10	56.14	49,220.17	55,000.00	5,779.83	10.51	55,000.00
6320-0000 Garbage Pick-up - Town	1,969.52	3,541.63	1,572.11	44.39	44,400.28	42,500.00	-1,900.28	-4.47	42,500.00
6350-0000 Garbage Recycling - Tow	2,257.07	943.50	-1,313.57	-139.2	7,641.60	11,322.00	3,680.40	32.51	11,322.00
TOTAL OPERATING EXPS. - T.H.	6,236.86	9,068.50	2,831.64	31.23	101,262.05	108,822.00	7,559.95	6.95	108,822.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	11,025.00	11,213.38	188.38	1.68	132,300.00	134,561.00	2,261.00	1.68	134,561.00
6425-0000 Drainage Repair & Maint	0.00	1,250.00	1,250.00	100.00	5,880.00	15,000.00	9,120.00	60.80	15,000.00
6435-0000 Plant Replacement & Im	0.00	3,083.37	3,083.37	100.00	17,870.78	37,000.00	19,129.22	51.70	37,000.00
6440-0000 Irrigation System	0.00	250.00	250.00	100.00	1,586.52	3,000.00	1,413.48	47.12	3,000.00
6455-0000 Snow Removal	9,404.82	833.37	-8,571.45	-1,028	11,212.32	10,000.00	-1,212.32	-12.12	10,000.00
TOTAL LANDS. & GROUNDS	20,429.82	16,630.12	-3,799.70	-22.85	168,849.62	199,561.00	30,711.38	15.39	199,561.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	225.00	2,250.00	2,025.00	90.00	20,383.05	27,000.00	6,616.95	24.51	27,000.00
6515-0000 Equipment Rep. & Maint.	75.00	1,500.00	1,425.00	95.00	17,859.14	18,000.00	140.86	0.78	18,000.00
6520-0000 Supplies Equipment - Co	75.19	333.37	258.18	77.45	8,146.42	4,000.00	-4,146.42	-103.6	4,000.00
6525-0000 Supplies Maintenance-C	12.82	166.63	153.81	92.31	1,162.01	2,000.00	837.99	41.90	2,000.00
6530-0000 Supplies Cleaning - Com	0.00	83.37	83.37	100.00	236.59	1,000.00	763.41	76.34	1,000.00
6535-0000 Enterphone and Security	176.93	83.37	-93.56	-112.2	3,322.59	1,000.00	-2,322.59	-232.2	1,000.00
6560-0000 Gate Repair & Maint. - C	508.79	383.37	-125.42	-32.72	3,142.92	4,600.00	1,457.08	31.68	4,600.00
6565-0000 Pest Control - Common	336.85	583.37	246.52	42.26	4,694.51	7,000.00	2,305.49	32.94	7,000.00
TOTAL REPAIR & MAINT.	1,410.58	5,383.48	3,972.90	73.80	58,947.23	64,600.00	5,652.77	8.75	64,600.00

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

AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2019

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
UTILITIES									
6576-0000 Electricity - Common	967.99	150.00	-817.99	-545.3	2,787.99	1,800.00	-987.99	-54.89	1,800.00
6577-0000 Electricity Ponds - Com	308.25	458.37	150.12	32.75	4,220.25	5,500.00	1,279.75	23.27	5,500.00
6580-0000 Electricity Stream - Com	747.65	708.37	-39.28	-5.55	7,701.65	8,500.00	798.35	9.39	8,500.00
6595-0000 Telephone Caretaker	67.20	83.37	16.17	19.40	806.40	1,000.00	193.60	19.36	1,000.00
TOTAL UTILITIES	2,091.09	1,400.11	-690.98	-49.35	15,516.29	16,800.00	1,283.71	7.64	16,800.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	0.00	83.37	83.37	100.00	1,567.21	1,000.00	-567.21	-56.72	1,000.00
6690-0000 Electricity - RV Lot	102.19	83.37	-18.82	-22.57	795.19	1,000.00	204.81	20.48	1,000.00
TOTAL OPERATING EXPS-RV LOT	102.19	166.74	64.55	38.71	2,362.40	2,000.00	-362.40	-18.12	2,000.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	-0.04	750.00	750.04	100.01	13,333.00	9,000.00	-4,333.00	-48.14	9,000.00
6712-0000 Equip. Rep. & Maint.-Clu	629.68	1,250.00	620.32	49.63	15,156.09	15,000.00	-156.09	-1.04	15,000.00
6715-0000 Lock Up Costs - Rec. Ce	120.00	166.63	46.63	27.98	2,100.00	2,000.00	-100.00	-5.00	2,000.00
6720-0000 Guest Suites Telephone-	50.70	275.00	224.30	81.56	2,653.32	3,300.00	646.68	19.60	3,300.00
6725-0000 Exercise Equip R & M-R	0.00	291.63	291.63	100.00	2,861.98	3,500.00	638.02	18.23	3,500.00
6730-0000 Workshop R & M-Rec. C	0.00	125.00	125.00	100.00	2,027.37	1,500.00	-527.37	-35.16	1,500.00
6735-0000 Pool Repair & Maint.-Re	0.00	666.63	666.63	100.00	8,480.47	8,000.00	-480.47	-6.01	8,000.00
6740-0000 Pool Supplies & Chemic	10.41	333.37	322.96	96.88	2,842.41	4,000.00	1,157.59	28.94	4,000.00
6750-0000 Cleaning Supplies-Rec.	568.78	191.63	-377.15	-196.8	2,350.95	2,300.00	-50.95	-2.22	2,300.00
6755-0000 Window & Carpet Cleani	0.00	58.37	58.37	100.00	5,659.50	700.00	-4,959.50	-708.5	700.00
6764-0000 Electricity - Rec. Centre	3,195.36	1,750.00	-1,445.36	-82.59	21,789.36	21,000.00	-789.36	-3.76	21,000.00
6765-0000 Gas - Rec. Centre	1,435.89	1,108.37	-327.52	-29.55	10,347.44	13,300.00	2,952.56	22.20	13,300.00
TOTAL OPER. EXPS-REC. CENTRE	6,010.78	6,966.63	955.85	13.72	89,601.89	83,600.00	-6,001.89	-7.18	83,600.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	4,605.55	5,000.00	394.45	7.89	58,110.08	60,000.00	1,889.92	3.15	60,000.00
6830-0000 Caretaker Assistant Wag	1,458.34	1,416.63	-41.71	-2.94	16,715.66	17,000.00	284.34	1.67	17,000.00
6865-0000 R. C. Janitor Wages and	1,821.75	1,583.37	-238.38	-15.06	21,098.65	19,000.00	-2,098.65	-11.05	19,000.00
6875-0000 Payroll Costs	891.24	458.37	-432.87	-94.44	8,836.80	5,500.00	-3,336.80	-60.67	5,500.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.00	1,145.35	1,500.00	354.65	23.64	1,500.00
TOTAL SALARIES & PAYROLL COS	8,776.88	8,583.37	-193.51	-2.25	105,906.54	103,000.00	-2,906.54	-2.82	103,000.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint.	0.00	33.37	33.37	100.00	68.43	400.00	331.57	82.89	400.00
6915-0000 Supplies	9.25	83.37	74.12	88.90	916.42	1,000.00	83.58	8.36	1,000.00
6920-0000 Telephone & Cable - Offi	423.15	450.00	26.85	5.97	4,743.24	5,400.00	656.76	12.16	5,400.00
6950-0000 Miscellaneous Exp. - Offi	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00	100.00
TOTAL OFFICE EXPENSES	432.40	575.11	142.71	24.81	5,728.09	6,900.00	1,171.91	16.98	6,900.00
ADMINISTRATION									
6965-0000 Audit - Admin.	0.00	166.63	166.63	100.00	0.00	2,000.00	2,000.00	100.00	2,000.00
6970-0000 AGM Expenses - Admin.	0.00	416.63	416.63	100.00	3,348.96	5,000.00	1,651.04	33.02	5,000.00
6975-0000 Council Expenses - Admi	0.00	241.63	241.63	100.00	2,725.37	2,900.00	174.63	6.02	2,900.00
6980-0000 Legal Expenses	0.00	250.00	250.00	100.00	110.53	3,000.00	2,889.47	96.32	3,000.00
6984-0000 Postage and Printing	1,873.85	1,666.63	-207.22	-12.43	16,599.85	20,000.00	3,400.15	17.00	20,000.00
6985-0000 Insurance Appraisal	0.00	0.00	0.00	0	971.25	0.00	-971.25	0	0.00
6990-0000 Insurance Premiums	17,132.50	17,245.63	113.13	0.66	206,948.00	206,948.00	0.00	0.00	206,948.00
6992-0000 Insurance Carrying Char	452.67	452.63	-0.04	-0.01	5,432.04	5,432.00	-0.04	0.00	5,432.00
7000-0000 Management Fees	5,673.83	5,673.87	0.04	0.00	68,085.96	68,086.00	0.04	0.00	68,086.00
7010-0000 Property Taxes - Admin.	0.00	41.63	41.63	100.00	323.00	500.00	177.00	35.40	500.00
7020-0000 Security - Admin.	6,308.28	2,583.37	-3,724.91	-144.1	33,748.93	31,000.00	-2,748.93	-8.87	31,000.00
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	39.97	75.00	35.03	46.71	809.99	900.00	90.01	10.00	900.00
7050-0000 Miscellaneous	-0.64	25.00	25.64	102.56	65.36	300.00	234.64	78.21	300.00
7051-0000 Statutory Financial Revie	0.00	16.63	16.63	100.00	176.40	200.00	23.60	11.80	200.00
TOTAL ADMINISTRATION EXPENSE	31,490.46	28,867.78	-2,622.68	-9.09	339,465.64	346,416.00	6,950.36	2.01	346,416.00
TOTAL COMMON EXPENSES	70,744.20	68,573.34	-2,170.86	-3.17	786,377.70	822,877.00	36,499.30	4.44	822,877.00
TOTAL EXPENSES	86,748.11	90,647.47	3,899.36	4.30	1,028,981.41	1,087,767.00	58,785.59	5.40	1,087,767.00
NET INCOME (LOSS)	4,257.59	-0.33	4,257.92	1,290,	66,111.88	0.00	66,111.88	0	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (Ims1416)
February 2019

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AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2019

	<u>MTD Actual</u>	<u>MTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>Annual</u>
9260-0000 Utilities Income - Apts.	10,043.17	10,043.13	0.04	0.00	120,518.04	120,518.00	0.04	0.00	120,518.00
9262-0000 Utilities Interest Income	52.37	0.00	52.37	0	676.62	0.00	676.62	0	0.00
9264-0000 Prior Year Surplus (Defici	0.00	0.00	0.00	0	17,373.02	17,373.00	0.02	0.00	17,373.00
Total Apartment Utilities	10,095.54	10,043.13	52.41	0.52	138,567.68	137,891.00	676.68	0.49	137,891.00
UTILITY EXPENSES									
Gas									
9360-0000 Electricity Kens & Mayfai	2,140.34	2,849.88	709.54	24.90	27,561.34	34,199.00	6,637.66	19.41	34,199.00
9365-0000 Electricity Windsor	2,489.73	1,836.12	-653.61	-35.60	17,482.73	22,033.00	4,550.27	20.65	22,033.00
Total Electricity - Apart.	4,630.07	4,686.00	55.93	1.19	45,044.07	56,232.00	11,187.93	19.90	56,232.00
Gas - Apartments									
9410-0000 Gas - Mayfair	2,389.39	1,664.75	-724.64	-43.53	18,772.78	19,977.00	1,204.22	6.03	19,977.00
9420-0000 Gas - Kensington	3,892.86	2,377.50	-1,515.36	-63.74	29,534.70	28,530.00	-1,004.70	-3.52	28,530.00
9430-0000 Gas - Windsor	4,456.35	2,762.63	-1,693.72	-61.31	31,342.39	33,152.00	1,809.61	5.46	33,152.00
Total Gas - Apartment	10,738.60	6,804.88	-3,933.72	-57.81	79,649.87	81,659.00	2,009.13	2.46	81,659.00
TOTAL UTILITIES - APARTMENT	15,368.67	11,490.88	-3,877.79	-33.75	124,693.94	137,891.00	13,197.06	9.57	137,891.00
NET INCOME (LOSS) UTILITIES	-5,273.13	-1,447.75	-3,825.38	-264.2	13,873.74	0.00	13,873.74	0	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	5,521.58	5,521.62	-0.04	0.00	66,258.96	66,259.00	-0.04	0.00	66,259.00
9700-0000 Water - Townhouses	8,075.33	8,075.37	-0.04	0.00	96,903.96	96,904.00	-0.04	0.00	96,904.00
9725-0000 Water - Interest Income	139.64	0.00	139.64	0	1,451.98	0.00	1,451.98	0	0.00
9745-0000 Prior Year Surplus (Defici	0.00	0.00	0.00	0	14,671.68	14,672.00	-0.32	0.00	14,672.00
TOTAL WATER INCOME	13,736.55	13,596.99	139.56	1.03	179,286.58	177,835.00	1,451.58	0.82	177,835.00
WATER EXPENSE									
9850-0000 Water Usage	3,437.83	14,819.62	11,381.79	76.80	152,746.93	177,835.00	25,088.07	14.11	177,835.00
TOTAL WATER	3,437.83	14,819.62	11,381.79	76.80	152,746.93	177,835.00	25,088.07	14.11	177,835.00
NET INCOME (LOSS) WATER	10,298.72	-1,222.63	11,521.35	942.34	26,539.65	0.00	26,539.65	0	0.00

CHELSEA GARDENS 2019 - 2020 PROPOSED OPERATING BUDGET

The 2019 – 2020 proposed operating budget has been structured to minimize maintenance fee increases as much as possible. 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 \$458,350.00 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 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 remaining lifespan of the roofing systems to be a minimum of seven years. While this could be slightly sooner or possibly later, the funds we are accumulating in the CRF are expected to be sufficient to cover these future capital costs.

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 (2018-2019) and proposed (2019-2020). The second page contains the EXPENSE statement for both the actual (2018-2019) and proposed (2019-2020).

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 75.

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 76) and see if it is more or less than the operations fees (line 17). The results of this line shows 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 75) 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 75) 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 28th. As we hold the Annual General Meeting in April and only at that time approve an operating budget, the strata fees collected for the months of March, April and May 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 June will be distorted, as it will also include the fee increase difference for the months of March, April and May. An example would be as follows. If your prior year's strata fees were set at \$250.00 per month and the AGM approved an increase to take your fees to \$255.00 per month then you would see this type of activity on your bank account:

March 1 st payment	= \$250.00
April 1 st payment	= \$250.00
May 1 st payment	= \$250.00
June payment	= \$270.00 which consists of the new \$255.00 approved fee plus \$5.00 for each of March, April and May as “catch-up” amounts.
July payment	= \$255.00

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 months of March, April and May.
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, April and May of 2020 plus the difference in fees for March, April and May of 2019).

Chelsea Gardens LMS1416 Income and Expenses

	Actual 2018-2019				Proposed 2019-2020		
	Apt	Thse	Actual	Budget	Apt	Thse	Budget
INCOME							
1 Apt - Operations Fees	369,814		369,814	369,812	394,992		394,992
2 Apt - Parking & Scooter	4,260		4,260	1,700	2,500		2,500
3 Apt - Misc & Move In	1,000		1,000	800	800		800
4 Apt - Prior Years Surplus(Deficit)	34,220		34,220	34,220	30,419		30,419
5 Thse - Operations Fees		615,933	615,933	615,933		656,510	656,510
6 Thse - Prior Years Surplus(Deficit)		37,802	37,802	37,802		35,693	35,693
7 Com - Rental Fireside Lounge	480	1,045	1,525	1,000	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	3,099	6,741	9,840	8,800	2,771	6,029	8,800
10 Com - RV Parking	2,311	5,029	7,340	7,800	2,456	5,344	7,800
11 Com - Misc & Fines & Parking	94	206	300	0	0	0	0
13 Com - Dish & Cutlery Rental	71	154	225	0	0	0	0
14 Com - Interest Income	840	1,828	2,669	1,200	378	822	1,200
15 Com - Remote Control Sale	924	2,011	2,935	1,500	472	1,028	1,500
16 Com - Keys	9	21	30	0	0	0	0
17 TOTAL Operations Income	419,391	675,702	1,095,093	1,087,767	437,371	711,043	1,148,414
18 CRF Fund Fees	140,131	304,870	445,000	445,000	144,334	314,016	458,350
19 Apt - Utility Fund Fees	121,195		121,195	120,518	118,308		118,308
20 Water Fund Fees	66,849	97,766	164,615	163,163	61,440	89,856	151,296
21 TOTAL Fees To Be Collected	747,565	1,078,338	1,825,903	1,816,448	761,453	1,114,915	1,876,368

APT UTILITIES		APT	Actual	Budget	APT	Budget
22 Total Apt Utility Income		121,195	121,195	120,518	118,308	118,308
23 Prior Years Surplus(Deficit)		17,373	17,373	17,373	13,874	13,874
24 TOTAL INCOME		138,568	138,568	137,891	132,182	132,182
25 Electricity		45,044	45,044	56,232	48,000	48,000
26 Gas		79,650	79,650	81,659	84,182	84,182
27 TOTAL EXPENSES		124,694	124,694	137,891	132,182	132,182
28 Surplus(Deficit)		13,874	13,874	0	-0	-0

WATER FUND		APT	TH	Actual	Budget	APT	TH	Budget
29 Total Water Income		66,849	97,766	164,615	163,163	61,440	89,856	151,296
30 Prior Years Surplus(Deficit)				14,672	14,672	10,778	15,762	26,540
31 TOTAL INCOME				179,287	177,835	72,218	105,618	177,836
32 TOTAL COST				152,747	177,835	72,218	105,618	177,836
33 Surplus(Deficit)				26,540	-0	-0	-0	-0

Chelsea Gardens LMS1416 Income and Expenses

EXPENSES	Actual 2017-2018				Proposed 2018-2019		
	Apt	Thse	Actual	Budget	Apt	Thse	Budget
34 Apt - Building Repair & Maintnce	39,103		39,103	43,598	49,224		49,224
35 Apt - Eqpt Repair & Maintnce	46,371		46,371	48,962	48,962		48,962
36 Apt - Elevators Repair & Maintnce	15,401		15,401	15,500	15,500		15,500
37 Apt - Gate/Door Repair & Maint.	4,779		4,779	7,309	7,000		7,000
38 Apt - Garbage	20,687		20,687	22,543	22,543		22,543
39 Apt - Janitorial Sevices	15,000		15,000	18,156	18,000		18,000
40 Thse - Building Repair & Maint.		49,220	49,220	55,000		55,265	55,265
41 Thse - Garbage		52,042	52,042	53,822		55,000	55,000
42 Com - Landscaping Services	41,661	90,639	132,300	134,561	43,645	94,955	138,600
43 Com - Landscaping Improvements	5,628	12,243	17,871	37,000	5,353	11,647	17,000
44 Com - Irrigation System	500	1,087	1,587	3,000	1,260	2,740	4,000
45 Com - Drainage Repair & Maint.	1,852	4,028	5,880	15,000	1,575	3,426	5,000
46 Com - Snow Removal	3,531	7,682	11,212	10,000	3,149	6,851	10,000
47 Com - Property Repair & Maint.	6,859	14,923	21,782	30,000	8,345	18,155	26,500
48 Com - Equipment Repair & Maint	8,189	17,816	26,006	22,000	8,502	18,498	27,000
49 Com - Pest Control	1,478	3,216	4,695	7,000	2,204	4,796	7,000
50 Com - Gate Repair & Maint	990	2,153	3,143	4,600	1,260	2,740	4,000
51 Com - Caretaker(s) Salaries&Ben.	26,345	57,317	83,663	82,500	28,813	62,687	91,500
52 Com - Utilities	4,632	10,078	14,710	15,800	5,196	11,304	16,500
53 Com - RV Lot Expenses	744	1,618	2,362	2,000	756	1,644	2,400
54 Rec Cen - Building Repair & Maint.	6,721	14,622	21,343	12,000	4,220	9,180	13,400
55 Rec Cen - Eqpt Repair & Maint.	4,773	10,383	15,156	15,000	4,724	10,277	15,000
56 Rec Cen - Janitorial Services	6,644	14,455	21,099	19,000	7,085	15,415	22,500
57 Rec Cen - Utilities	10,120	22,017	32,137	34,300	11,494	25,006	36,500
58 Rec Cen - Lock Up Costs.	661	1,439	2,100	2,000	661	1,439	2,100
59 Rec Cen - Pool & Hot Tub Maint.	3,566	7,757	11,323	12,000	3,779	8,221	12,000
60 Rec Cen - Exersise Eqpt R & M	901	1,961	2,862	3,500	945	2,055	3,000
61 Rec Cen - Guest Suites Telephones	836	1,818	2,653	3,300	378	822	1,200
62 Rec Cen - Workshop R & M	638	1,389	2,027	1,500	472	1,028	1,500
63 Rec Cen - Office Expenses	2,058	4,477	6,534	7,900	2,330	5,070	7,400
64 Com - Workers Compensation Board	361	785	1,145	1,500	472	1,028	1,500
65 Com - Accting, Bookkping, Audit	93	203	296	2,350	110	240	350
66 Com - AGM/SGM Expenses	1,055	2,294	3,349	5,000	1,417	3,083	4,500
67 Com - Postage & Printing	5,227	11,373	16,600	20,000	5,353	11,647	17,000
68 Com - Council Expenses	858	1,867	2,725	2,900	913	1,987	2,900
69 Com - Legal Expenses	35	76	111	3,000	315	685	1,000
70 Com - Insurance Costs	67,184	146,167	213,351	212,380	89,350	194,391	283,741
71 Com - Management Fees	21,440	46,646	68,086	68,086	21,863	47,566	69,429
72 Com - Property Taxes	102	221	323	500	142	308	450
73 Com - Security & Enterphone	11,674	25,398	37,072	32,000	9,919	21,581	31,500
74 Com - Strata Web Site	255	555	810	900	142	308	450
75 Com - Misc, Permits, Memberships	21	45	65	300	0	0	0
76 TOTAL Operations	388,972	640,009	1,028,981	1,087,767	437,371	711,043	1,148,414
77 Operations - Surplus(Deficit)	30,419	35,693	66,112	0	-0	0	-0

CHELSEA GARDENS
STRATA FEE SCHEDULE
MARCH 1, 2019 - FEBRUARY 29, 2020
KENSINGTON - 13860 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	APT. UTILITIES	CONTINGENCY RESERVE	WATER LEVY	STRATA FEES
101-2	165	701	\$136.69	\$40.94	\$49.95	32.00	\$259.59
102-2	164	1469	\$286.45	\$85.80	\$104.67	32.00	\$508.92
103-2	163	698	\$136.11	\$40.77	\$49.74	32.00	\$258.61
104-2	162	1207	\$235.36	\$70.50	\$86.00	32.00	\$423.86
105-2	177	1207	\$235.36	\$70.50	\$86.00	32.00	\$423.86
106-2	176	698	\$136.11	\$40.77	\$49.74	32.00	\$258.61
107-2	175	1119	\$218.20	\$65.36	\$79.73	32.00	\$395.29
108-2	174	1452	\$283.14	\$84.81	\$103.46	32.00	\$503.41
109-2	173	1365	\$266.17	\$79.72	\$97.26	32.00	\$475.16
110-2	172	1119	\$218.20	\$65.36	\$79.73	32.00	\$395.29
111-2	171	778	\$151.71	\$45.44	\$55.44	32.00	\$284.59
112-2	170	1207	\$235.36	\$70.50	\$86.00	32.00	\$423.86
113-2	169	1115	\$217.42	\$65.12	\$79.45	32.00	\$394.00
114-2	168	778	\$151.71	\$45.44	\$55.44	32.00	\$284.59
115-2	167	1375	\$268.12	\$80.31	\$97.97	32.00	\$478.41
116-2	166	764	\$148.98	\$44.62	\$54.44	32.00	\$280.04
201-2	181	701	\$136.69	\$40.94	\$49.95	32.00	\$259.59
202-2	180	1469	\$286.45	\$85.80	\$104.67	32.00	\$508.92
203-2	179	698	\$136.11	\$40.77	\$49.74	32.00	\$258.61
204-2	178	1207	\$235.36	\$70.50	\$86.00	32.00	\$423.86
205-2	193	1207	\$235.36	\$70.50	\$86.00	32.00	\$423.86
206-2	192	698	\$136.11	\$40.77	\$49.74	32.00	\$258.61
207-2	191	1119	\$218.20	\$65.36	\$79.73	32.00	\$395.29
208-2	190	1452	\$283.14	\$84.81	\$103.46	32.00	\$503.41
209-2	189	1365	\$266.17	\$79.72	\$97.26	32.00	\$475.16
210-2	188	1119	\$218.20	\$65.36	\$79.73	32.00	\$395.29
211-2	187	778	\$151.71	\$45.44	\$55.44	32.00	\$284.59
212-2	186	1207	\$235.36	\$70.50	\$86.00	32.00	\$423.86
213-2	185	1115	\$217.42	\$65.12	\$79.45	32.00	\$394.00
214-2	184	778	\$151.71	\$45.44	\$55.44	32.00	\$284.59
215-2	183	1375	\$268.12	\$80.31	\$97.97	32.00	\$478.41
216-2	182	764	\$148.98	\$44.62	\$54.44	32.00	\$280.04
301-2	197	701	\$136.69	\$40.94	\$49.95	32.00	\$259.59
302-2	196	1469	\$286.45	\$85.80	\$104.67	32.00	\$508.92
303-2	195	698	\$136.11	\$40.77	\$49.74	32.00	\$258.61
304-2	194	1117	\$217.81	\$65.24	\$79.59	32.00	\$394.64
305-2	209	1117	\$217.81	\$65.24	\$79.59	32.00	\$394.64
306-2	208	698	\$136.11	\$40.77	\$49.74	32.00	\$258.61
307-2	207	1119	\$218.20	\$65.36	\$79.73	32.00	\$395.29
308-2	206	1452	\$283.14	\$84.81	\$103.46	32.00	\$503.41
309-2	205	1365	\$266.17	\$79.72	\$97.26	32.00	\$475.16
310-2	204	1119	\$218.20	\$65.36	\$79.73	32.00	\$395.29
311-2	203	778	\$151.71	\$45.44	\$55.44	32.00	\$284.59
312-2	202	1115	\$217.42	\$65.12	\$79.45	32.00	\$394.00
313-2	201	1115	\$217.42	\$65.12	\$79.45	32.00	\$394.00
314-2	200	778	\$151.71	\$45.44	\$55.44	32.00	\$284.59
315-2	199	1375	\$268.12	\$80.31	\$97.97	32.00	\$478.41
316-2	198	764	\$148.98	\$44.62	\$54.44	32.00	\$280.04

CHELSEA GARDENS
STRATA FEE SCHEDULE
MARCH 1, 2019 - FEBRUARY 29, 2020
WINDSOR - 13880 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	APT. UTILITIES	CONTINGENCY RESERVE	WATER LEVY	STRATA FEES
117-3	326	847	\$165.16	\$49.47	\$60.35	32.00	\$306.99
118-3	325	1374	\$267.93	\$80.25	\$97.90	32.00	\$478.08
119-3	324	1212	\$236.34	\$70.79	\$86.36	32.00	\$425.49
120-3	339	1211	\$236.14	\$70.73	\$86.29	32.00	\$425.16
121-3	338	1375	\$268.12	\$80.31	\$97.97	32.00	\$478.41
122-3	337	843	\$164.38	\$49.24	\$60.07	32.00	\$305.69
123-3	336	1104	\$215.28	\$64.48	\$78.66	32.00	\$390.42
124-3	335	1219	\$237.70	\$71.20	\$86.86	32.00	\$427.76
125-3	334	705	\$137.47	\$41.18	\$50.23	32.00	\$260.88
126-3	333	1060	\$206.70	\$61.91	\$75.53	32.00	\$376.14
127-3	332	855	\$166.72	\$49.94	\$60.92	32.00	\$309.58
128-3	331	1218	\$237.51	\$71.14	\$86.79	32.00	\$427.44
129-3	330	1227	\$239.26	\$71.66	\$87.43	32.00	\$430.36
130-3	329	705	\$137.47	\$41.18	\$50.23	32.00	\$260.88
131-3	328	1124	\$219.18	\$65.65	\$80.09	32.00	\$396.92
132-3	327	1257	\$245.11	\$73.42	\$89.57	32.00	\$440.10
217-3	342	847	\$165.16	\$49.47	\$60.35	32.00	\$306.99
218-3	341	1374	\$267.93	\$80.25	\$97.90	32.00	\$478.08
219-3	340	1212	\$236.34	\$70.79	\$86.36	32.00	\$425.49
220-3	355	1211	\$236.14	\$70.73	\$86.29	32.00	\$425.16
221-3	354	1375	\$268.12	\$80.31	\$97.97	32.00	\$478.41
222-3	353	850	\$165.75	\$49.65	\$60.57	32.00	\$307.96
223-3	352	1104	\$215.28	\$64.48	\$78.66	32.00	\$390.42
224-3	351	1219	\$237.70	\$71.20	\$86.86	32.00	\$427.76
225-3	350	705	\$137.47	\$41.18	\$50.23	32.00	\$260.88
226-3	349	1060	\$206.70	\$61.91	\$75.53	32.00	\$376.14
227-3	348	855	\$166.72	\$49.94	\$60.92	32.00	\$309.58
228-3	347	1218	\$237.51	\$71.14	\$86.79	32.00	\$427.44
229-3	346	1227	\$239.26	\$71.66	\$87.43	32.00	\$430.36
230-3	345	705	\$137.47	\$41.18	\$50.23	32.00	\$260.88
231-3	344	1124	\$219.18	\$65.65	\$80.09	32.00	\$396.92
232-3	343	1257	\$245.11	\$73.42	\$89.57	32.00	\$440.10
317-3	358	847	\$165.16	\$49.47	\$60.35	32.00	\$306.99
318-3	357	1374	\$267.93	\$80.25	\$97.90	32.00	\$478.08
319-3	356	1119	\$218.20	\$65.36	\$79.73	32.00	\$395.29
320-3	371	1119	\$218.20	\$65.36	\$79.73	32.00	\$395.29
321-3	370	1375	\$268.12	\$80.31	\$97.97	32.00	\$478.41
322-3	369	850	\$165.75	\$49.65	\$60.57	32.00	\$307.96
323-3	368	1104	\$215.28	\$64.48	\$78.66	32.00	\$390.42
324-3	367	1219	\$237.70	\$71.20	\$86.86	32.00	\$427.76
325-3	366	705	\$137.47	\$41.18	\$50.23	32.00	\$260.88
326-3	365	1060	\$206.70	\$61.91	\$75.53	32.00	\$376.14
327-3	364	855	\$166.72	\$49.94	\$60.92	32.00	\$309.58
328-3	363	1122	\$218.79	\$65.53	\$79.95	32.00	\$396.27
329-3	362	1130	\$220.35	\$66.00	\$80.52	32.00	\$398.87
330-3	361	705	\$137.47	\$41.18	\$50.23	32.00	\$260.88
331-3	360	1124	\$219.18	\$65.65	\$80.09	32.00	\$396.92
332-3	359	1257	\$245.11	\$73.42	\$89.57	32.00	\$440.10

CHELSEA GARDENS
STRATA FEE SCHEDULE
MARCH 1, 2019 - FEBRUARY 29, 2020
TOWNHOMES - 13888 70 AVENUE

UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
101	25	1439	214.41	102.55	32.00	\$348.96
102	26	1762	262.53	125.57	32.00	\$420.11
103	24	1762	262.53	125.57	32.00	\$420.11
104	23	1439	214.41	102.55	32.00	\$348.96
105	284	1426	212.47	101.63	32.00	\$346.10
106	285	1609	239.74	114.67	32.00	\$386.41
107	287	1631	243.01	116.24	32.00	\$391.25
108	286	1453	216.49	103.55	32.00	\$352.04
109	289	1611	240.03	114.81	32.00	\$386.85
110	288	1426	212.47	101.63	32.00	\$346.10
111	290	1429	212.92	101.84	32.00	\$346.76
112	291	1608	239.59	114.60	32.00	\$386.19
113	293	1608	239.59	114.60	32.00	\$386.19
114	292	1429	212.92	101.84	32.00	\$346.76
115	312	1443	215.00	102.84	32.00	\$349.84
116	313	1764	262.83	125.72	32.00	\$420.55
117	315	1629	242.72	116.09	32.00	\$390.81
118	314	1455	216.79	103.69	32.00	\$352.48
119	317	1761	262.38	125.50	32.00	\$419.89
120	316	1443	215.00	102.84	32.00	\$349.84
121	294	1443	215.00	102.84	32.00	\$349.84
122	295	1760	262.24	125.43	32.00	\$419.67
123	296	1454	216.64	103.62	32.00	\$352.26
124	297	1629	242.72	116.09	32.00	\$390.81
125	299	1762	262.53	125.57	32.00	\$420.11
126	298	1443	215.00	102.84	32.00	\$349.84
127	318	1443	215.00	102.84	32.00	\$349.84
128	319	1764	262.83	125.72	32.00	\$420.55
129	321	1628	242.57	116.02	32.00	\$390.59
130	320	1455	216.79	103.69	32.00	\$352.48
131	323	1762	262.53	125.57	32.00	\$420.11
132	322	1443	215.00	102.84	32.00	\$349.84
133	300	1443	215.00	102.84	32.00	\$349.84
134	301	1760	262.24	125.43	32.00	\$419.67
135	302	1454	216.64	103.62	32.00	\$352.26
136	303	1630	242.87	116.17	32.00	\$391.03
137	305	1763	262.68	125.64	32.00	\$420.33
138	304	1443	215.00	102.84	32.00	\$349.84
139	306	1426	212.47	101.63	32.00	\$346.10
140	307	1610	239.89	114.74	32.00	\$386.63
141	309	1630	242.87	116.17	32.00	\$391.03
142	308	1454	216.64	103.62	32.00	\$352.26
143	311	1613	240.33	114.95	32.00	\$387.29
144	310	1426	212.47	101.63	32.00	\$346.10
145	388	1429	212.92	101.84	32.00	\$346.76
146	389	1608	239.59	114.60	32.00	\$386.19
147	391	1608	239.59	114.60	32.00	\$386.19
148	390	1429	212.92	101.84	32.00	\$346.76
149	392	1429	212.92	101.84	32.00	\$346.76

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	239.59	114.60	32.00	\$386.19
151	395	1608	239.59	114.60	32.00	\$386.19
152	394	1429	212.92	101.84	32.00	\$346.76
153	48	1443	215.00	102.84	32.00	\$349.84
154	49	1763	262.68	125.64	32.00	\$420.33
155	47	1630	242.87	116.17	32.00	\$391.03
156	46	1453	216.49	103.55	32.00	\$352.04
157	45	1760	262.24	125.43	32.00	\$419.67
158	44	1443	215.00	102.84	32.00	\$349.84
159	282	1443	215.00	102.84	32.00	\$349.84
160	283	1763	262.68	125.64	32.00	\$420.33
161	281	1764	262.83	125.72	32.00	\$420.55
162	280	1444	215.15	102.91	32.00	\$350.06
163	42	1426	212.47	101.63	32.00	\$346.10
164	43	1613	240.33	114.95	32.00	\$387.29
165	40	1453	216.49	103.55	32.00	\$352.04
166	41	1631	243.01	116.24	32.00	\$391.25
167	39	1613	240.33	114.95	32.00	\$387.29
168	38	1426	212.47	101.63	32.00	\$346.10
169	50	1443	215.00	102.84	32.00	\$349.84
170	51	1763	262.68	125.64	32.00	\$420.33
171	52	1453	216.49	103.55	32.00	\$352.04
172	53	1630	242.87	116.17	32.00	\$391.03
173	55	1760	262.24	125.43	32.00	\$419.67
174	54	1444	215.15	102.91	32.00	\$350.06
175	56	1443	215.00	102.84	32.00	\$349.84
176	57	1763	262.68	125.64	32.00	\$420.33
177	59	1763	262.68	125.64	32.00	\$420.33
178	58	1443	215.00	102.84	32.00	\$349.84
179	36	1443	215.00	102.84	32.00	\$349.84
180	37	1763	262.68	125.64	32.00	\$420.33
181	35	1763	262.68	125.64	32.00	\$420.33
182	34	1443	215.00	102.84	32.00	\$349.84
183	32	1443	215.00	102.84	32.00	\$349.84
184	33	1763	262.68	125.64	32.00	\$420.33
185	31	1630	242.87	116.17	32.00	\$391.03
186	30	1453	216.49	103.55	32.00	\$352.04
187	29	1760	262.24	125.43	32.00	\$419.67
188	28	1443	215.00	102.84	32.00	\$349.84
189	60	1429	212.92	101.84	32.00	\$346.76
190	61	1608	239.59	114.60	32.00	\$386.19
191	63	1608	239.59	114.60	32.00	\$386.19
192	62	1429	212.92	101.84	32.00	\$346.76
193	64	1443	215.00	102.84	32.00	\$349.84
194	65	1763	262.68	125.64	32.00	\$420.33
195	67	1763	262.68	125.64	32.00	\$420.33
196	66	1443	215.00	102.84	32.00	\$349.84
197	21	1424	212.17	101.48	32.00	\$345.66
198	22	1603	238.84	114.24	32.00	\$385.08
199	20	1626	242.27	115.88	32.00	\$390.15
200	19	1483	220.96	105.69	32.00	\$358.65

CHELSEA GARDENS
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UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
201	18	1758	261.94	125.29	32.00	\$419.23
202	17	1439	214.41	102.55	32.00	\$348.96
203	11	1439	214.41	102.55	32.00	\$348.96
204	12	1758	261.94	125.29	32.00	\$419.23
205	13	1482	220.81	105.62	32.00	\$358.43
206	14	1617	240.93	115.24	32.00	\$388.17
207	16	1761	262.38	125.50	32.00	\$419.89
208	15	1439	214.41	102.55	32.00	\$348.96
209	100	1443	215.00	102.84	32.00	\$349.84
210	101	1763	262.68	125.64	32.00	\$420.33
211	103	1763	262.68	125.64	32.00	\$420.33
212	102	1443	215.00	102.84	32.00	\$349.84
213	104	1429	212.92	101.84	32.00	\$346.76
214	105	1608	239.59	114.60	32.00	\$386.19
215	107	1608	239.59	114.60	32.00	\$386.19
216	106	1429	212.92	101.84	32.00	\$346.76
217	132	1443	215.00	102.84	32.00	\$349.84
218	133	1763	262.68	125.64	32.00	\$420.33
219	131	1630	242.87	116.17	32.00	\$391.03
220	130	1453	216.49	103.55	32.00	\$352.04
221	129	1760	262.24	125.43	32.00	\$419.67
222	128	1443	215.00	102.84	32.00	\$349.84
223	126	1443	215.00	102.84	32.00	\$349.84
224	127	1763	262.68	125.64	32.00	\$420.33
225	125	1763	262.68	125.64	32.00	\$420.33
226	124	1443	215.00	102.84	32.00	\$349.84
227	108	1443	215.00	102.84	32.00	\$349.84
228	109	1764	262.83	125.72	32.00	\$420.55
229	111	1764	262.83	125.72	32.00	\$420.55
230	110	1443	215.00	102.84	32.00	\$349.84
231	112	1443	215.00	102.84	32.00	\$349.84
232	113	1761	262.38	125.50	32.00	\$419.89
233	114	1453	216.49	103.55	32.00	\$352.04
234	115	1630	242.87	116.17	32.00	\$391.03
235	117	1764	262.83	125.72	32.00	\$420.55
236	116	1443	215.00	102.84	32.00	\$349.84
237	122	1426	212.47	101.63	32.00	\$346.10
238	123	1613	240.33	114.95	32.00	\$387.29
239	120	1453	216.49	103.55	32.00	\$352.04
240	121	1631	243.01	116.24	32.00	\$391.25
241	119	1613	240.33	114.95	32.00	\$387.29
242	118	1426	212.47	101.63	32.00	\$346.10
243	278	1424	212.17	101.48	32.00	\$345.66
244	279	1617	240.93	115.24	32.00	\$388.17
245	276	1453	216.49	103.55	32.00	\$352.04
246	277	1631	243.01	116.24	32.00	\$391.25
247	275	1613	240.33	114.95	32.00	\$387.29
248	274	1389	206.96	98.99	32.00	\$337.95
249	272	1443	215.00	102.84	32.00	\$349.84
250	273	1763	262.68	125.64	32.00	\$420.33
251	271	1763	262.68	125.64	32.00	\$420.33

CHELSEA GARDENS
STRATA FEE SCHEDULE
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UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
252	270	1444	215.15	102.91	32.00	\$350.06
253	268	1443	215.00	102.84	32.00	\$349.84
254	269	1770	263.73	126.14	32.00	\$421.87
255	267	1632	243.16	116.31	32.00	\$391.47
256	266	1452	216.34	103.48	32.00	\$351.82
257	265	1760	262.24	125.43	32.00	\$419.67
258	264	1443	215.00	102.84	32.00	\$349.84
259	262	1443	215.00	102.84	32.00	\$349.84
260	263	1764	262.83	125.72	32.00	\$420.55
261	261	1763	262.68	125.64	32.00	\$420.33
262	260	1443	215.00	102.84	32.00	\$349.84
263	240	1445	215.30	102.98	32.00	\$350.28
264	241	1766	263.13	125.86	32.00	\$420.99
265	239	1766	263.13	125.86	32.00	\$420.99
266	238	1445	215.30	102.98	32.00	\$350.28
267	242	1425	212.32	101.56	32.00	\$345.88
268	243	1614	240.48	115.03	32.00	\$387.51
269	245	1631	243.01	116.24	32.00	\$391.25
270	244	1453	216.49	103.55	32.00	\$352.04
271	247	1611	240.03	114.81	32.00	\$386.85
272	246	1424	212.17	101.48	32.00	\$345.66
273	236	1443	215.00	102.84	32.00	\$349.84
274	237	1763	262.68	125.64	32.00	\$420.33
275	235	1630	242.87	116.17	32.00	\$391.03
276	234	1453	216.49	103.55	32.00	\$352.04
277	233	1760	262.24	125.43	32.00	\$419.67
278	232	1442	214.85	102.77	32.00	\$349.62
279	248	1443	215.00	102.84	32.00	\$349.84
280	249	1761	262.38	125.50	32.00	\$419.89
281	250	1453	216.49	103.55	32.00	\$352.04
282	251	1630	242.87	116.17	32.00	\$391.03
283	253	1764	262.83	125.72	32.00	\$420.55
284	252	1443	215.00	102.84	32.00	\$349.84
285	230	1443	215.00	102.84	32.00	\$349.84
286	231	1764	262.83	125.72	32.00	\$420.55
287	229	1630	242.87	116.17	32.00	\$391.03
288	228	1453	216.49	103.55	32.00	\$352.04
289	227	1761	262.38	125.50	32.00	\$419.89
290	226	1443	215.00	102.84	32.00	\$349.84
291	254	1443	215.00	102.84	32.00	\$349.84
292	255	1761	262.38	125.50	32.00	\$419.89
293	256	1453	216.49	103.55	32.00	\$352.04
294	257	1630	242.87	116.17	32.00	\$391.03
295	259	1764	262.83	125.72	32.00	\$420.55
296	258	1443	215.00	102.84	32.00	\$349.84
297	150	1443	215.00	102.84	32.00	\$349.84
298	151	1763	262.68	125.64	32.00	\$420.33
299	149	1630	242.87	116.17	32.00	\$391.03
300	148	1453	216.49	103.55	32.00	\$352.04
301	147	1760	262.24	125.43	32.00	\$419.67
302	146	1443	215.00	102.84	32.00	\$349.84

CHELSEA GARDENS
STRATA FEE SCHEDULE
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UNIT	S/L	U/E	OPERATIONS FEES	CONTINGENCY RESERVE	WATER LEVY	MONTHLY STRATA FEES
303	152	1429	212.92	101.84	32.00	\$346.76
304	153	1608	239.59	114.60	32.00	\$386.19
305	155	1608	239.59	114.60	32.00	\$386.19
306	154	1429	212.92	101.84	32.00	\$346.76
307	144	1443	215.00	102.84	32.00	\$349.84
308	145	1764	262.83	125.72	32.00	\$420.55
309	143	1630	242.87	116.17	32.00	\$391.03
310	142	1453	216.49	103.55	32.00	\$352.04
311	141	1761	262.38	125.50	32.00	\$419.89
312	140	1443	215.00	102.84	32.00	\$349.84
313	156	1426	212.47	101.63	32.00	\$346.10
314	157	1614	240.48	115.03	32.00	\$387.51
315	159	1631	243.01	116.24	32.00	\$391.25
316	158	1453	216.49	103.55	32.00	\$352.04
317	161	1613	240.33	114.95	32.00	\$387.29
318	160	1426	212.47	101.63	32.00	\$346.10
319	5	1442	214.85	102.77	32.00	\$349.62
320	6	1765	262.98	125.79	32.00	\$420.77
321	4	1630	242.87	116.17	32.00	\$391.03
322	3	1453	216.49	103.55	32.00	\$352.04
323	2	1762	262.53	125.57	32.00	\$420.11
324	1	1442	214.85	102.77	32.00	\$349.62
325	9	1439	214.41	102.55	32.00	\$348.96
326	10	1762	262.53	125.57	32.00	\$420.11
327	8	1762	262.53	125.57	32.00	\$420.11
328	7	1439	214.41	102.55	32.00	\$348.96
329	138	1443	215.00	102.84	32.00	\$349.84
330	139	1763	262.68	125.64	32.00	\$420.33
331	137	1630	242.87	116.17	32.00	\$391.03
332	136	1453	216.49	103.55	32.00	\$352.04
333	135	1760	262.24	125.43	32.00	\$419.67
334	134	1443	215.00	102.84	32.00	\$349.84
		367182	656,510.00	314,016.00	89,856.00	\$1,060,382.00

RESOLUTIONS

3 / 4 VOTE "A" – TOWNHOUSE CAPITAL PROJECTS REPAIRS - 2019

Whereas the Strata Corporation wishes to continue a program of replacement of rotting wood spindles with new composite spindles 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 2019 to ensure that the integrity of townhouse envelopes are 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 2019 at \$90,000.00.

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 \$90,000.00 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 _____ **SECONDED** _____

3 / 4 VOTE "B" – APARTMENT MAKE UP AIR UNIT REPLACEMENT- 2019

Whereas the make-up air units on the three apartments are 24 years old and may lead to increasing costs of repairs; and

Whereas the hallways of the three buildings become very hot during the summer as the existing make-up air units are only designed for heating. During the hotter days of summer, the make-up air units intake very hot ambient air from the roof area and blow this into the hallways.

Therefore be it resolved as a ¾ vote of the Owners, LMS 1416, Chelsea Gardens, that the Strata Corporation be authorized to spend up to \$180,000.00 out of the Contingency Reserve Fund to replace the five make-up air units on the apartment buildings, which will include air conditioning capabilities.

MOVED _____ **SECONDED** _____

3 / 4 VOTE "C" – GARAGE DOORS - 2019

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

Whereas labour and materials needed in 2019 are budgeted at \$25,000.

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 \$25,000.00 to replace townhouse garage doors as required on a priority basis.

MOVED _____ **SECONDED** _____

3 / 4 VOTE "D" – WINDSOR LOBBY/PARCADE ENTRY IMPROVEMENTS – 2019

Whereas both the Mayfair and Kensington buildings have had a lobby upgrade and it was promised that the Windsor would follow, and

Whereas the lobby and garage lower lobby entry in the Windsor are looking tired and dated and, as the focal point for residents, guests and prospective purchasers, they are not particularly attractive, and

Whereas the Strata Council would like to follow the same design as the Mayfair and Kensington Lobby and obtained estimates to update and re-style both the lobby with new paint, new flooring, new furniture, a new mail shelf, new artwork, new bulletin boards, new lighting including sconces and chandelier to create a complete new look, and to redo the flooring in the garage entry and elevator, and

Whereas the project, if approved, will engage the residents of the Windsor to establish a committee to present two options for the Windsor residents to vote on.

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 \$35,000.00 from the Contingency Reserve Fund to do significant updating to the lobby and garage entry of the Windsor.

MOVED _____ **SECONDED** _____

3 / 4 VOTE "E" –LANDSCAPING REMEDIATION - 2019

Whereas the Strata Council received a document containing recommendations by the Landscaping firm of areas that may need attention; and

Whereas The Strata Council took these recommendations into consideration and wish to expense this from the Contingency Reserve Fund rather than the operating budget.

Therefore be it resolved as a $\frac{3}{4}$ vote that the Strata Council be authorized to spend up to \$35,000.00 to proceed with the recommendations provided by Allen Brothers Landscaping.

MOVED _____ **SECONDED** _____

3 / 4 VOTE "F" – TELECOMMUNICATIONS AGREEMENT – 2019

Whereas the Strata Corporation has been approached by Rogers Communications to seek a rental agreement to place a small cell tower on one of the apartment buildings; and

Whereas Rogers Communications has agreed to compensate the Strata Corporation in the amount of approximately \$27,000.00 per year (under negotiation) for the first five years of the agreement; and

Whereas the agreement would have an guaranteed renewal for Rogers Communications for an additional 3 – five year terms and the rental rate would increase by 10% for each renewal; and

Whereas Rogers Communications will not be permitted to sub-let these cell towers to any other provider nor will they receive exclusivity and that will leave the strata corporation free to negotiate similar contracts with other providers; and

Whereas Rogers Communications will cover all the costs of installation, the costs of electricity, the cost of providing liability insurance; and

Whereas Rogers Communications will provide engineer signed and stamped construction drawings from a structural engineer, will regularly maintain the tower, will minimize the size of the tower to be no more than 2 meters, will shroud the tower so as to limit the visual impact, will restore the area to original condition at the expiry of the agreement; and

Whereas a published statement from the Chief Medical Health Officer of Coastal Health confirms that there are no health issues relating to cellular phone transmission antennae and base stations; and

Whereas this revenue stream will have a positive impact on the Chelsea Gardens budget and/or the Contingency Reserve Fund; and

Whereas the owners, Strata Plan LMS 1416 is proposing to provide a statutory right of way for the telecommunications purposes over portions of the property on the roof top located at 13860 70th Avenue, Surrey, BC, for generating revenue to the Strata Corporation.

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

1. The owners agree to provide a Statutory Right of Way (SRW) for telecommunications purposes over portions of the property on 13860 70th Avenue, Surrey, BC
3. In accordance with section 71 of the Strata Property Act, the Strata Corporation approves a significant change in the use or appearance of the common property of the Strata Corporation for the installation of the telecommunications equipment.
4. The Strata Corporation enter into a Statutory Right of Way (SRW) Agreement and the Strata Council for the Strata Corporation take all such further actions to execute and deliver in the name of and on behalf of the Strata Corporations the Statutory Right of Way (SRW) Agreement and such other agreements, assignments, instruments, notes and documents (the "Documents") relating to, contemplated by or necessary or desirable in connection with the Statutory Right of Way (SRW) Agreement.
5. Any two members of the Strata Council be, and are hereby, authorized and directed to execute and deliver the Statutory Right of Way (SRW) Documents in the name of and on behalf of the Strata Corporation, with such changes, modifications, and amendments thereto may in their discretion (but in keeping with this Resolution) approve, which approval shall be conclusively evidenced by the execution and delivery of such Statutory Right of Way (SRW) Documents. To the extent that any such Statutory Right of Way (SRW) Documents were executed and delivered prior to the date hereof, the execution and delivery thereof by any such Authorized Persons be, and are hereby, approved ratified and confirmed.

MOVED _____ **SECONDED** _____

Health Concerns About Cellular Phone Transmission Antennae and Base Stations

In 2005, in response to community concerns and after reviewing the evidence, the Vancouver Coastal Health Chief Medical Health Officer concluded that the installation of cellular antennae in the community did not create health risks for the public, and that Health Canada's Safety Code 6 provided an appropriate level of protection. At that time, the Chief Medical Health Officer also committed to undertake periodic reviews of the evidence and to provide public updates as necessary. The Chief Medical Health Officer provides the following updated evidence review and associated conclusions:

Background on Cellular Transmission Technology

The original cellular (analog) technology uses the radiofrequency part of the electromagnetic spectrum between 800-900 MHz (near the FM/TV, AM Radio bands and cordless telephone frequencies). The newer digital technology uses the frequency bands of 800-900 MHz and 1800-2200 MHz and relies on antennae of significantly less power than the analog system, emitting significantly lower radiofrequency (RF) radiation. Cellular communication operates through a network of base stations that transmits and receives signals. The area covered by a base station is called a cell – giving rise to the name cell phone. The number of base stations (cells) in an area varies, depending on the concentration of cell phone users. For example, compared to smaller communities, the number of base stations is greater in populated urban centres, with many cell phone users. Each base station consists of signal processing equipment, power supply, and one or more antennae. The antennae are the most visible parts of base stations. However, a network of many lower powered based stations may result in lower levels of RF radiation exposure to the public compared to a network that uses a few higher powered base stations covering the same area. This is because the power required to communicate between a cell phone and base station increases as the distance between the cell phone and the base station increases.

To meet the demand for service, increasing numbers of cellular base stations have been installed across the country. However, it is not easy for the public to access information on the number, types, and locations of cellular base stations in their community. This difficulty has contributed to public concerns regarding potential harm from these installations.

Health Risks

The study of RF radiation and its possible effect on health is growing steadily. Since the last report in 2005, reviews from recognized scientific organizations include the International Commission on Non-Ionizing Radiation Protection (ICNIRP) 2009 Review, the European Commission Scientific Committee on Emerging and Newly Identified Health Risks (SCENIHR) 2009 Review, the Swedish Radiation Safety Authority, SSM, Independent Expert Group on Electromagnetic Fields 2009 Report, and the Health Canada Safety Code 6 revised in 2009. The scientific consensus remains unchanged: radiation from cellular base stations is far too low to cause adverse health effects in the community. The current Canadian (Safety Code 6 revised 2009) and international standards such as ICNIRP provide significant safety margins for public exposure to RF.

Conclusions At A Glance

1. The international scientific consensus remains unchanged: radiation from cellular base stations is far too low to cause adverse health effects in the community.
2. There is no public health benefit from prudent avoidance regarding base stations.
3. Telecommunication regulators and the industry need to be explicitly transparent in engaging communities and providing access to monitoring data to show compliance with expected standards.

In Safety Code 6 (2009), Health Canada states:

“The scientific literature with respect to possible biological effects of RF energy has been monitored by Health Canada scientists on an ongoing basis since the last version of Safety Code 6 was published in 1999. During this time, a significant number of new studies have evaluated the potential for acute and chronic RF energy exposures to elicit possible effects on a wide range of biological endpoints including: human cancers (epidemiology); rodent lifetime mortality; tumor initiation, promotion and co-promotion; mutagenicity and DNA damage; EEG activity; memory, behaviour and cognitive functions; gene and protein expression; cardiovascular function; immune response; reproductive outcomes; and perceived electromagnetic hypersensitivity (EHS) among others. Numerous authoritative reviews have summarized this literature.

Despite the advent of thousands of additional research studies on RF energy and health, the predominant adverse health effects associated with RF energy exposures in the frequency range from 3 kHz to 300 GHz still relate to the occurrence of tissue heating and excitable tissue stimulation from short-term (acute) exposures. At present, there is no scientific basis for the premise of chronic and/or cumulative health risks from RF energy at levels below the limits outlined in Safety Code 6. Proposed effects from RF energy exposures in the frequency range between 100 kHz and 300 GHz, at levels below the threshold to produce thermal effects, have been reviewed. At present, these effects have not been scientifically established, nor are their implications for human health sufficiently well understood. Additionally, a lack of evidence of causality, biological plausibility and reproducibility greatly weaken the support for the hypothesis for such effects. Thus, these proposed outcomes do not provide a credible foundation for making science-based recommendations for limiting human exposures to low-intensity RF energy.”

Critics of Safety Code 6 have challenged the adequacy of the Canadian standard to protect the public from effects other than those resulting from the thermal heating of cells in the body. However, when scientifically sound methods are used to assess the evidence, Health Canada’s conclusions are consistent with the conclusions reached by other credible scientific bodies. In its review of evidence in 2009, the ICNIRP states:

“It is the opinion of ICNIRP that the scientific literature published since the 1998 guidelines has provided no evidence of any adverse effects below the basic restrictions and does not necessitate an immediate revision of its guidance on limiting exposure to high frequency electromagnetic fields. The biological basis of such guidance remains the avoidance of adverse effects such as “work stoppage” caused by mild wholebody heat stress and/or tissue damage caused by excessive localized heating (D’Andrea et al. 2007). With regard to non-thermal interactions, it is in principle impossible to disprove their possible existence but the plausibility of the various non-thermal mechanisms that have been proposed is very low. In addition, the recent in vitro and animal genotoxicity and carcinogenicity studies are rather consistent overall and indicate that such effects are unlikely at low levels of exposure. Therefore, ICNIRP reconfirms the 1998 basic restrictions in the frequency range 100 kHz–300 GHz until further notice.”

Similarly, SCENIHR of the European Commission in its 2009 review states:

"It is concluded from three independent lines of evidence (epidemiological, animal and in vitro studies) that exposure to RF fields is unlikely to lead to an increase in cancer in humans. However, as the widespread duration of exposure of humans to RF fields from mobile phones is shorter than the induction time of some cancers, further studies are required to identify whether considerably longer-term (well beyond ten years) human exposure to such phones might pose some cancer risk.

Regarding non-carcinogenic outcomes, several studies were performed on subjects reporting subjective symptoms. In the previous opinion, it was concluded that scientific studies had failed to provide support for a relationship between RF exposure and self-reported symptoms. Although an association between RF exposure and single symptoms was indicated in some new studies, taken together, there is a lack of consistency in the findings. Therefore, the conclusion that scientific studies have failed to provide support for an effect of RF fields on self-reported symptoms still holds. Scientific studies have indicated that a placebo effect (an adverse non-specific effect that is caused by expectation or belief that something is harmful) may play a role in symptom formation. As in the previous opinion, there is no evidence supporting that individuals, including those attributing symptoms to RF exposure, are able to detect RF fields. There is some evidence that RF fields can influence EEG patterns and sleep in humans. However, the health relevance is uncertain and mechanistic explanation is lacking. Further investigation of these effects is needed. Other studies on functions/aspects of the nervous system, such as cognitive functions, sensory functions, structural stability, and cellular responses show no or no consistent effects. Recent studies have not shown effects from RF fields on human or animal reproduction and development. No new data have appeared that indicate any other effects on human health."

In its 2009 Report, the Independent Expert Group of the Swedish Radiation Safety Authority SSM concludes regarding cancer and transmitters:

"The majority of studies on cancer among people who are exposed to RF from radio- or TV-transmitters or from mobile phone base stations have relied on too crude proxies for exposure to provide meaningful results. Indeed, only two studies, both on childhood leukaemia, have used models to assess individual exposure and both of those provide evidence against an association. One cannot conclusively exclude the possibility of an increased cancer risk in people exposed to RF from transmitters based on these results. However, these results in combination with the negative animal data and very low exposure from transmitters make it highly unlikely that living in the vicinity of a transmitter implicates an increased risk of cancer."

Regarding electromagnetic hypersensitivity, the SSM expert group writes:

"While the symptoms experienced by patients with perceived electromagnetic hypersensitivity are very real and some subjects suffer severely, there is no evidence that RF exposure is a causal factor. In a number of experimental provocation studies, persons who consider themselves electrically hypersensitive and healthy volunteers have been exposed to either sham or real RF fields, but symptoms have not been more prevalent during RF exposure than during sham in any of the experimental groups. Several studies have indicated a placebo effect, i.e. an adverse effect caused by an expectation that something is harmful. Associations have been found between self-reported exposure and the outcomes, whereas no associations were seen with measured RF exposure."

Canadian Exposure Assessments

In 1997, Health Canada conducted a survey of radiofrequency radiation from cellular base stations in and around 5 schools in Vancouver, in response to the concerns raised by nearby residents earlier that year. The measurements revealed that:

- The highest level of electromagnetic radiation from a PCS antenna (across the street) was more than 6,000 times below the Safety Code 6 levels.
- In three of the schools the levels of radiation from all PCS digital antenna were actually lower than the normal AM and FM radio signals that have been in the area for decades.

In 2003, Health Canada released the results of comprehensive ground level RF measurements representative of human exposures near base stations within the Regional Municipality of Ottawa. The highest power density measured was 3000 times below Safety Code 6. Health Canada considers these measurements as likely representative of levels in other Canadian urban areas.

In 2010, the Public Health Department of the Health and Social Services Agency of Montreal was asked to assess two cell phone base station sites located near schools in Outremont, an urban residential neighbourhood. One location has 12 antennae (130 m to 145 m away respectively from two primary schools) and the other has three (50 m from a high school). The investigation team estimated that the level of exposure to students would be over 5000 times below Safety Code 6 inside the school and over 1000 times below Safety Code 6 on school playgrounds and adjacent streets. The team also reviewed the scientific literature on the subject and concluded that:

"The results of numerous scientific studies conducted to date do not argue in favour for a causal relation between RF exposure and health impact at exposure commonly encountered, whether cancer or more general symptoms. Moreover, no mechanism of action of RF on cells or human and animal tissues has been shown. However, due to uncertainties still present in this area of research, health agencies recommend further studies in some promising avenues (e.g. for cell phone users). As for cellular antennae, given the very low exposure levels and research results to date, most experts believe it is unlikely that this exposure, well below the limits allowed, can cause effects on the health of the population."

In May 2011, the International Agency for Research on Cancer (IARC) placed radio frequency electromagnetic fields in its group 2B classification – possibly carcinogenic to humans. IARC defines group 2B as a category used

"for agents for which there is limited evidence of carcinogenicity in humans and less than sufficient evidence of carcinogenicity in experimental animals. It may also be used when there is inadequate evidence of carcinogenicity in humans but there is sufficient evidence of carcinogenicity in experimental animals. In some instances, an agent for which there is inadequate evidence of carcinogenicity in humans and less than sufficient evidence of carcinogenicity in experimental animals together with supporting evidence from mechanistic and other relevant data may be placed in this group. An agent may be classified in this category solely on the basis of strong evidence from mechanistic and other relevant data."

Agents in Group 2B are not proven carcinogens. Details of the IARC review is expected to be published in July 2011. In the meantime, the IARC does make it clear that the primary reason for the Group 2B classification relates to uncertainty regarding long term heavy cell phone use and certain rare brain cancer. The type of radio frequency exposure of concern is associated with using the cell phone close to the ear. As stated above, the energy of radio frequency field from cell phone base stations experienced by the general public is thousands of times lower than from a cell phone near the head. The IARC conclusion therefore does not alter the assessment for radio frequency exposure due to cell phone base stations.

"Prudent Avoidance"

The practice of "prudent avoidance" has been advocated by some in their opposition to specific location of cellular base stations in the vicinity of schools, child care centres or residential buildings. "Prudent avoidance" in these situations does not result in any increased level of protection. It would be difficult, if not impossible, to "prudently avoid" some level of exposure to RF fields in an urban setting, whether it be from AM, FM, TV or cellular phones. The Medical Health Officer concludes that scientific evidence provides no basis for recommending prudent avoidance with respect to cellular base stations. There is no public health benefit. In fact, prudent avoidance ignores the reality that the area immediately below an antenna has the lowest RF levels.

Community Consultation and Public Access to Information

Despite reassuring evidence, some members of the public remain concerned about the presence of cell phone antennae and base stations. Telecommunications regulators and industry can do a better job in providing information (particularly about base station types and locations), as well as providing meaningful opportunities for public consultation when planning base stations. Industry Canada in 2009 established public and local government consultation guidelines for permit applications for mobile phone base stations. The requirement for consultation unfortunately applies only to antennae 15 metres or higher. There are a number of practices the telecommunications regulators and industry can implement to mitigate public concerns. These include:

- Meaningful discussion with communities.
- Clear and publicly accessible supporting documents when deploying base stations.
- Greater consideration for site sharing, where possible.
- Greater consideration for sensitive location and design.
- Improved public access to information on network compliance with Safety Code 6.
- Prompt response to community enquiries about base stations.
- Periodic but systematic and comprehensive measurements of population level exposure to RF to monitor trends.

Conclusion

As has Health Canada, the Chief Medical Health Officer concludes that, in light of the current scientific understanding of the risks of RF exposures to the public, the installation of base stations and cellular antennae in the community do not pose an adverse health risk and Safety Code 6 provides an appropriate level of protection. However, public engagement by telecommunication regulators and industry concerning the installation of base stations and antennae needs improvement.

The Chief Medical Health Officer will continue to monitor new scientific knowledge in this area and will provide updates when necessary.

Chief Medical Health Officer

3 / 4 VOTE "G" –ACCESSIBILITY IMPROVEMENTS - 2019

Whereas the Strata Council received a report from the Rick Hanson Foundation that listed, after a thorough study of the property, a series of recommendations to make common property areas more accessible for residents with mobility concerns; and

Whereas The Strata Council believes that a number of these recommendations should be implemented over a period of time; and

Whereas by moving forward now we would in a position to obtain grant money that will share costs on a 50-50 basis; and

Whereas the Strata Council believes that a number of these recommendations should be implemented rather than face litigation or a Human Rights Tribunal action.

Therefore be it resolved as a $\frac{3}{4}$ vote that the Strata Council be authorized to spend up to \$20,000.00 to proceed with some of the key recommendations provided by the Rick Hanson Foundation.

MOVED_____ **SECONDED**_____

PROPOSED BYLAW CHANGES:

Notes regarding the following resolutions to help you understand the proposed changes.

The bylaws had major revisions approved at the 2013 AGM and some additional ones approved in 2014, 2015, 2016, 2017 and 2018. Strata Corporation bylaws do evolve over time due to a variety of reasons and there are a number of proposed changes being put forward at this AGM that are important for the overall governance of the Strata Corporation.

These changes have been put forward both from Council and as well as suggestions made by owners. The Resolution Committee and Council have approved most of the proposed amendments, additions and deletions that that were submitted by owners and/or Council members and these are presented to the ownership for approval as follows.

To assist in reading this document we have put the existing bylaws that are proposed to be altered or deleted is shown in *italics* while the proposed new wording is in regular type but with **yellow highlighting** to show the changes from the old bylaw wherever possible. Council thanks everyone for their patience in dealing with the changes that are being proposed. In order to facilitate these being voted upon in a reasonable length of time the President or Chair may limit the number of speakers for each resolution.

3 / 4 VOTE "H" – BYLAW CHANGE – FLAGS

Whereas there was concern from an owner regarding the quantity, size and location of flags at Chelsea Gardens, and

Whereas it was recognized by the Resolution Committee and the Strata Council that the current bylaw does not actually permit the displaying of flags, and

Whereas while the Strata Council does not wish to prevent owners from expressing patriotism for our nation or province and believes that an amendment should be made to the bylaw to allow for the display of BC and Canadian flags with some standards for owners to follow.

Therefore be it resolved as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Bylaw 3 (5) that now reads:

- (8) No laundry, clothing, bedding or other articles shall be hung from, stored on, or displayed from windows, decks, patios, or other parts of the strata lot such that they are visible from the outside of the building. Outdoor patio furniture is allowed on patios and balconies.

Be amended to now read:

Use of Property

3. (5)(a) No laundry, clothing, bedding or other articles shall be hung from, stored on, or displayed from windows, decks, patios, or other parts of the strata lot such that they are visible from the outside of the building. **Outdoor patio furniture is allowed on patios and balconies. Canadian and Province of BC flags that are of reasonable size (not to exceed 2' X 4') and in good condition are exempt.**

3. (5)(b) **Other than during the period of one week before and one week after Canada Day and/or BC Day, flags shall not be displayed off of balcony railings and shall be displayed as intended (i.e. Not upside-down, deliberately sideways, ragged, torn or excessively faded). Other than during the week before and week after Canada Day and BC Day, each Strata Lot is restricted to display up to a maximum of one flag and the flag should not exceed two feet in width by four feet in length. Owners are responsible for damage to the building envelope. During the one week before and one week after Canada Day and BC Day, there will be no restriction on the quantity and location of these flags.**

MOVED _____ **SECONDED** _____

3 / 4 VOTE "I" – BYLAW CHANGE – REPAIR AND MAINTENANCE BY STRATA CORPORATION

Whereas the Strata Council believes that, although the Strata Corporation should be responsible for the major repair and maintenance of the exterior of a strata lot, that there are some items where the responsibility should fall to the owner; and,

Whereas the Strata Council has been advised by Strata Management that many other strata corporations reflect this philosophy in their bylaws as a principle of fairness; and

Whereas this is based on differing owner use of what are considered simple maintenance issues for owners and include such things as locksets for doors, window handles, door knockers, door bells, peep holes, springs and automatic openers and other internal hardware for garage doors.

Therefore be it resolved as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw, numbered 3 (9) c (ii) (D) that now reads:

Repair and Maintenance of Property by Strata Corporation

9. (1) The Strata Corporation must repair and maintain all of the following:
- (a) common assets of the Strata Corporation;
 - (b) common property that has not been designated as limited common property;
 - (c) limited common property, but the duty to repair and maintain it is restricted to:
 - (i) repair and maintenance that in the ordinary course of events occurs less often than once a year, and
 - (ii) the following, no matter how often the repair or maintenance ordinarily occurs:
 - (A) the structure of a building;
 - (B) the exterior of a building;
 - (C) chimneys, stairs, balconies and other things attached to the exterior of a building except that the requirement to keep drains free from snow, leaves and debris is the responsibility of the owner, occupant or tenant;
 - (D) doors and windows and skylights on the exterior of a building or that front on the common property except that the responsibility to clean owner accessible doors and windows is that of the owner, occupant or tenant; and
 - (E) fences, railings and similar structures that enclose patios, balconies and yards;

- (d) a strata lot in a strata plan that is not a bare land strata plan, but the duty to repair and maintain it is restricted to:
 - (i) the structure of a building,
 - (ii) the exterior of a building,
 - (iii) chimneys, stairs, balconies and other things attached to the exterior of a building except that the requirement to keep drains free from snow, leaves and debris is the responsibility of the owner, occupant or tenant,
 - (iv) doors, windows and skylights on the exterior of a building or that front on the common property except that the responsibility to clean owner accessible doors and windows is that of the owner, occupant or tenant; and
 - (v) fences, railings and similar structures that enclose patios, balconies and yards

Be amended to now read:

Repair and Maintenance of Property by Strata Corporation

9. (1) The Strata Corporation must repair and maintain all of the following:
- (e) common assets of the Strata Corporation;
 - (f) common property that has not been designated as limited common property;
 - (g) limited common property, but the duty to repair and maintain it is restricted to:
 - (ii) repair and maintenance that in the ordinary course of events occurs less often than once a year, and
 - (ii) the following, no matter how often the repair or maintenance ordinarily occurs:
 - (A) the structure of a building;
 - (B) the exterior of a building;
 - (C) chimneys, stairs, balconies and other things attached to the exterior of a building except that the requirement to keep drains free from snow, leaves and debris is the responsibility of the owner, occupant or tenant;
 - (D) doors and windows and skylights on the exterior of a building or that front on the common property except that the responsibility of repairing, replacing and maintaining any attached hardware of doors, windows and garage doors and to clean owner accessible doors and windows is that of the owner, occupant or tenant; and

- (F) fences, railings and similar structures that enclose patios, balconies and yards;
- (h) a strata lot in a strata plan that is not a bare land strata plan, but the duty to repair and maintain it is restricted to:
 - (vi) the structure of a building,
 - (vii) the exterior of a building,
 - (viii) chimneys, stairs, balconies and other things attached to the exterior of a building except that the requirement to keep drains free from snow, leaves and debris is the responsibility of the owner, occupant or tenant,
 - (ix) doors, windows and skylights on the exterior of a building or that front on the common property except that the responsibility to clean owner accessible doors and windows is that of the owner, occupant or tenant; and
 - (x) fences, railings and similar structures that enclose patios, balconies and yards

MOVED _____ SECONDED _____

3 / 4 VOTE "J" – BYLAW AMENDMENT – GARBAGE

Whereas it is often noted that some owners in townhouses are putting out organic, trash or re-cycling bins on collection day without secure lids and this leads to birds and rodents accessing these bins and leaving a considerable mess; and

Whereas in some cases the owners of those bins are not cleaning up the mess and this can increase rodent or bird activity and can be a concern for people walking their dogs; and

Whereas this issue can be addressed with a minor bylaw amendment that will not impose a significant financial burden on those owners.

Therefore be it resolved as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw 34 (1) that reads as follows:

Garbage

- 34** (1) Any articles or material other than normal household garbage and recyclables must be removed by, and at the expense of, the owners, tenants and occupants of the strata lot from which the articles or materials originated. All normal household

garbage must be stored in containers with secure lids, and all government regulations pertaining to recycling must be followed. For those units who receive curbside collection of garbage, green waste and recyclables the containers for each must be kept within the strata lot and not outside except between 6 PM the day before the scheduled collection and 9 PM the day of collection.

Be now amended to read:

Garbage

34 (1) Any articles or material other than normal household garbage and recyclables must be removed by, and at the expense of, the owners, tenants and occupants of the strata lot from which the articles or materials originated. All normal household garbage, organics or recycling must be stored in containers with secure lids, and all government regulations pertaining to recycling must be followed. A secure lid can be quite simple provided that it makes it difficult for birds, rodents and animals to access. Organic bins or totes must have the handle moved to the locked position. For those units who receive curbside collection of garbage, green waste and recyclables the containers for each must be kept within the strata lot and not outside except between 6 PM the day before the scheduled collection and 9 PM the day of collection. Owners are responsible for cleaning up any mess made by birds or animals.

MOVED _____ SECONDED _____

3 / 4 VOTE "K" –BYLAW AMENDMENTS – PARKING AND STORAGE OF VEHICLES

Whereas although the strata bylaws regarding the condition of vehicles in the RV lot were amended a few years ago, it was an oversight not to do so for the apartments and townhouses; and

Whereas it is desirable to keep the strata complex looking attractive and not run-down with derelict looking vehicles.

Therefore be it resolved as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw 37 (1) that now reads:

Parking and Storage of Vehicles

- 37. (1) An owner, occupant, or tenant must not use parking stalls for other than the parking of licensed and insured motor vehicles, trailers, motorcycles, electric scooters, and bicycles, unless otherwise approved in writing by Council. The parking of any other type of vehicle or the storage of any other item is not permitted.

Be amended to now read:

Parking and Storage of Vehicles

- 37. (1) An owner, occupant, or tenant must not use parking stalls for other than the parking of licensed and insured motor vehicles, trailers, motorcycles, electric scooters, and bicycles, unless otherwise approved in writing by Council. The parking of any other type of vehicle or the storage of any other item is not permitted. The condition of the vehicle must be in such that the vehicle must be able to move and does not have any major mechanical flaw, leaking oil or flat tires.

MOVED _____ SECONDED _____

3 / 4 VOTE "L" –BYLAW AMENDMENTS – PARKING AND STORAGE OF VEHICLES

Whereas it is important for security reasons that the strata corporation be aware of the ownership of vehicles in the apartment parkades; and

Whereas it is also important to ensure that visitors do not use parking stalls assigned to owners other than the individual they are visiting.

Therefore be it resolved as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that a new subsection to Bylaw 37 to be numbered 37 (15) be introduced to read:

Parking and Storage of Vehicles

- 37. (15) A visitor may not park their vehicle on a regular basis in an owner designated apartment stall without the approval of the owner assigned that parking stall and without a written notice to the Strata Council, Strata Management or the caretaking staff.

MOVED _____ SECONDED _____

3 / 4 VOTE “M” –BYLAW AMENDMENTS

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

Whereas this can be accomplished by 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 29, 2019 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 _____ **SECONDED** _____

SIMPLE MAJORITY VOTE “N” – REQUESTED LETTER TO THE GOVERNMENT OF BC

The following was submitted by a Chelsea Gardens owner to the Strata Council just prior to the March 19, 2019 meeting. The owner asked that a resolution be presented to the ownership at the Annual General Meeting where, if approved, a letter would be sent on behalf of the Strata Corporation to the Government of BC.

“The BC Government legislation requires ALL property owners in taxable regions to complete a **Speculation and Vacancy Tax Declaration**. While this Tax is designed to identify foreign and satellite families, it also includes owners within Strata Corporations (such as Chelsea Gardens) that have approved bylaws with “No rental” or “Limited rental” clauses.

The ownership information for the Speculation and Vacancy Tax Declaration is derived from the Property Assessment data of the relevant municipal districts which, in our case, is the Surrey Assessment Office.

Whereas Section 35 (1) of the Bylaws of LMS 1416, Chelsea Gardens, restricts rentals to zero (except for original owners, family or hardship exemptions), all owners are required to file a declaration. Legislated Exemption from the Vacancy Tax is granted only for the Taxation Years 2018 and 2019. This automatically means that all owners will be subject to the tax from 2020 onward.

It would seem imperative that Chelsea Gardens Council should present a Motion under the New Business portion of the 2019 Annual General Meeting requesting continued exemption from the Speculation and Vacancy Tax legislation. This motion would be for the consideration of the Membership.

If approved, it would be addressed and forwarded to the relevant bodies of the BC Government.

Such a motion and request would officially register our objection to being subject to the terms of this legislation. The Government could reject it, but at least we must try to get a re-consideration of the effects of this Tax on our membership.

Therefore, be it resolved by a majority vote of the owners of LMS 1416, Chelsea Gardens, that the Strata Council draft and send a letter to the Government of B.C. seeking a continued exemption from the Speculation and Vacancy Tax based on our bylaws that do not permit any rentals.

MOVED _____ SECONDED _____

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**, here appoint _____
or failing him/her _____
or failing him/her _____
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 29, 2019**, and at any adjournment thereof.

SIGNED THIS _____ DAY OF _____ 2019

(OWNERS SIGNATURE ON ABOVE LINE)

IF YOU CANNOT ATTEND, COMPLETE THIS PROXY AND FORWARD TO ANOTHER OWNER, A NAMED COUNCIL MEMBER, A FRIEND, FAMILY MEMBER OR OTHER REPRESENTATIVE TO VOTE FOR YOU. 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.