

CHELSEA GARDENS - LMS 1416

www.chelseatoday.org **E-Mail:** ross@crpm.ca / jesse@crpm.ca / bogdan@crpm.ca

COUNCIL MEETING MINUTES –TUESDAY, JANUARY 21, 2020 1:00 PM CLUBHOUSE LIBRARY

STRATA COUNCIL - 2019/2020

PRESIDENT

Zenon Jalbert – TH-202

VICE-PRESIDENT

Murray Hill – K406

SECRETARY

Anita Thompson – W325

TREASURER

Victor Monasch- T153

COUNCIL MEMBERS AT LARGE

Ashley Orton – T243

Norm Reid – T302

Bill Zemianski – T329

COMMITTEE ASSIGNMENTS

Zenon – Executive, Bring Forward, Website

Murray – Townhouses, Irrigation

Bill – Clubhouse, Social Liaison, RV Liaison, Bylaws

Anita – Finance, Executive

Victor – Executive Committee

Ashley – Landscaping, Security, Volunteers, Ponds
and Fountains

Norm – Apartments

CLUBHOUSE OFFICE

Valerie Morris

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

Guest suite booking and Keys

CARETAKERS

John Unger - (604) 834-4578

(7:00 AM-3:00 PM-Monday-Friday)Valerie Morris –

Nights/Weekends

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

(7:00AM-1:00PM Saturday)

(604) 834-4578

STRATA MANAGERS

Ross Ruddick – ross@crpm.ca

Jesse Train – jesse@crpm.ca

Bogdan – bogdan@crpm.ca

CROSSROADS MANAGEMENT LTD.

1001- 7445 132ND STREET,

SURREY, B.C. V3W 1J8

Phone: (778) 578-4445

Fax: (778) 578-4447

EMERGENCY CONTACT

24 HOUR SERVICE (778) 578-4445

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

ATTENDANCE:

Zenon Jalbert

Anita Thompson

Ashley Orton

Murray Hill

Norm Reid

Victor Monasch

Bill Zemianski

REGRETS

Jesse Train, Strata Manager

(1) CALL TO ORDER

The meeting was called to order at 1:16 PM by Zenon, President, and a quorum being present.

(2) HEARING

An Owner requested a hearing before Council to discuss a letter, however, this Owner was not able to make the meeting.

(3) ADOPTION OF PREVIOUS MINUTES

It was noted that the last set of minutes did not include the November Financials, these will be added to this set of minutes.

It was noted that the allocated amount of funds approved by Council for new Cameras for the clubhouse was not noted. Council approved up to \$3500 to be spent from the CRF. However, the treasurer requested that the funds come out of the operating and not the CRF.

With these changes noted it was **MOVED** and **SECONDED** to adopt the minutes of the November 19, 2019. **CARRIED**

(4) CARETAKER REPORT DECEMBER 2019

Caretaker report January 2020

Another Christmas is over and so once again we settle into some semblance of a routine. I'd like to thank all those that helped us make it through a rather stormy couple of weeks with shovels in

hand and a willingness to pitch in. It was a challenge keeping the walkways clear.

My report will be short I promise but to start off this is just a reminder that many of our shutoff valves have seals that are deteriorating. It is important to make sure that when opportunity presents itself that these be changed to ¼ turn Teflon shut offs. It is amazing how much damage can be done when the old taps/shutoffs fail so being pro-active is a must and far less trouble than having to fix problems after the fact never mind the inconvenience. It is also important to know where your suite main water shut off is located.

Alteration agreements as per our bylaws: (11) Noise reducing material with the "Impact Insurance Class" (known as I.I.C.) reading of 71 or better is required for ceramic or porcelain tiled or engineered or laminated flooring for all upper townhomes and/or upper apartments. Owners wishing to install any of these hard surface flooring materials must make a request to council and provide a sample of the noise reducing material. The council must be given an opportunity to inspect the installation, of the noise reducing material before the final installation of the flooring. The council may delegate the inspection to an employee or contractor. Alteration agreements should be noted on any major changes such as new showers, kitchens etc..., so that in the event of an accident or insurance claim what should be replaced is documented with Crossroads. If agreements are not noted replacement will only be on what was originally installed at the time of construction.

Ants continue to appear and reappear so at first sight it is important to let me know before the infestation gets out of control. The Flickers have started their annual look for a home and mate so if you see them starting to compromise the sides of the building please let me know so I can make arrangements to have repairs done.

Once the weather gets a bit better we can start to dig out a pipe that has a large root taking over and I'm sure the Town House owners will be happy to know that the flooding will finally be coming to an end. Windsor residents still have to deal with elevator issues and although when stuck it is only for a few minutes, it is still something none of us want to experience. Trust me as one who has been there it is unnerving wondering is it going to be a minute, 5 minutes or an hour. Richmond elevator is going to try a few things to correct the problem. We have always been told it is the oil but this is not the case and so the mystery continues.

New cameras are replacing the old ones in the club house and the clarity is amazing. Hopefully this will help the police when it comes to identifying intruders. If you see someone that does not belong on site after hours or is suspicious do not approach but immediately phone 911. If your gut tells you that something is amiss it most likely is.

We have had several disgruntled contractors because we have made them move from our fire lanes. It is important that if you have contractors that are working in the condos that they understand there is absolutely no parking in the fire lanes. To just off load or make a delivery is not the issue it is vans parked in fire lanes all day long and just recently a tile saw was set up right outside the front doors with a power cord running into the building. He was told to move but was very unhappy about it. We have a towing company that can service our site should a vehicle have to be moved.

The break in at the RV lot was nothing short of brazen removing the south gate to get in. When they broke into the shed they must have been surprised to find it was a trash storage and I am disappointed they

didn't take anything. A thanks to all those that took part in fixing the south entrance.

The front fountain was a minor fix and once the ice cleared the fountain; which was knocked over; was quickly put together. Two kids were seen walking on the ice in the fountain.

Welcome to the many new faces moving into the complex. This is a reminder that the Emergency Response forms be filled out at the time of move in so that records are kept up to date. This is also important should there be changes to the living arrangements of your unit or if changes have been made to those that have access or who the emergency contacts are. We recently had a situation where none of the contact info was correct with redundant phone numbers and so response took much longer than necessary also causing unnecessary discomfort for the individual involved.

Murray Hill is diligently working on garage door replacements and Casp is about to start on the next set of doors slated for replacement.

Recycling! Please make sure garbage is put into the correct receptacle. There is too much garbage being left in the underground that is actually the owner responsibility to dispose of and it is just left by the compactor to be dealt with. Styrofoam I will collect and take to the recycling yard once I have a truck full. Batteries and light bulbs can be recycled in the containers in the Club house. It's going to be a great year coming with the Social Committee planning many events. Enjoy.

John

(5) FINANCIAL REPORT

The Treasurer reviewed the Financial Statement for the month of December 2019 with Council. The treasurer proposed to have an equal payment plan for the gas expenses. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads Management and the equal payment plan for gas. **CARRIED**

The arrears were reviewed and they were minimum. There are a couple of missing Strata fees and arrears letters will be sent to these units. There are some chargebacks to units TH 126, TH210 and TH300 that have not yet been collected. Crossroads will follow up with arrears letters.

(6) BUSINESS ARISING FROM THE MINUTES

- a. **MUA** – The Strata Manager will follow up with the electrician to establish a date for the installation of the electrical components needed to connect the Air Conditioning for the units. The Strata Manager, members of Council, Trotter and Stable electrical will meet in February to go over some logistical issues that took place during the installation.
- b. **Accessible** – The Strata Manager reached out to the Company ACCESSABLE to provide consulting services and provide an independent report for viable accessibility solutions from the elevators to the resident's suites in the Kensington building. It was **MOVED** and **SECONDED** to approve the proposal to have this report completed. **CARRIED**

- c. **Xeriscaping / Landscape Change Information** – The Committee will be meeting to provide a proposed guideline for Owners to follow when doing landscaping alterations.
- d. **CRT** – The CRT claim is in progress. It was **MOVED** and **SECONDED** to pay for a judgement on the claim as there was no response from the unit that the Strata had taken to the CRT. **CARRIED**
- e. **Carpet Cleaning** – Due to the weather conditions the carpet cleaning was postponed and will be completed on January 27th and 28th in all the apartment buildings by a new company called CRS and notices will be posted close to the date. There were some areas of damage in the Kensington and Windsor that CRS will determine if it can be repaired.
- f. **Windsor Lobby Update** – The contractor was onsite to carry out repairs to the Windsor flooring and after reviewing the area the installer determined that 2/3rds of the floor needs to be re-done. In response, the contractor will need to order a larger order of flooring and this will be completed the week of January 27 – 31. NOVA painting will be in to install the new baseboards on completion of the flooring
- g. **Clubhouse Kitchen Tiles** – The replacement of kitchen ceiling tiles is in the works by volunteers.
- h. **60% balcony enclosures/full enclosures** – The Strata Manager noted that the alteration letters that many of these units would have received are not stored electronically and located in a number of file boxes stored in the Windsor building storage room. Council will go through these boxes to find the past alteration letters to review. It was noted that the rule was changed in the past to better clarify the alteration rule addressing townhouse balcony enclosures so Owners were not confused that they could enclose the balcony fully. Council will continue to investigate this situation and will come to a decision on what to do at the next Council meeting.
- i. **Parking Garage Leaks** – It appears that some leaks in the parking garage are no longer active and an ongoing mystery to why they were leaking. John will continue to monitor the parking garage for leaks and address them as they come up. If there is a leak above your spot to report it to John and he will arrange to move your vehicle to a temporary spot until the leak is fixed.
- j. **Drainage Problems at TH units** – EdenFlo was on site to camera a driveway drain and determined that there is a blockage caused by tree roots. The location of this blockage was noted and the area will be dug up with a portion of pipe to be replaced. In addition there are a few more spots in the complex that have the same issue. The Strata Manager will arrange Eden Flo to camera these areas as well to identify the blockage to have the same work completed.
- k. **Rodent Issues** – Council reviewed a quote from Atlas Pest Control to carry out exclusion to all gaps larger than ½ inch around certain blocks of townhouses. Council requested that they re-quote on doing this for all visible gaps. Depending on the difference in price it was **MOVED** and **SECONDED** to have this exclusion done. **CARRIED**
- l. **Towing Company/parking passes** – Surrey Wide Towing is the towing company that Chelsea Gardens has in the complex. Their location #10 – 7823 – 132nd street and phone number 604-543-3533. Council has requested to acquire more signs to be placed throughout the complex to make sure visitors and contractors are not in parking violations. Council has requested for the Strata Manager to

make visitor parking passes for Owners to pass out to their guests and contractors. Owners are to make sure they give these passes to their guests to display on the dash of their vehicles. This will allow Council and the caretakers to identify what unit that vehicle is visiting in case there is an emergency or an incident to get in contact with the Owner of the vehicle. If the visitor parking passes are not being used by guests this could lead to potential towing of the vehicle as caretakers and Council will believe that the vehicle itself is not an actual visitor. Attached to these minutes are visiting parking passes for Owners to print out for their use, these will also be posted on the Chelsea today website and a copies also available in the Chelsea office.

- m. **RV lot fence enclosure** – This will be tabled for the resolution committee to discuss.
- n. **Clubhouse roof leak** – The Clubhouse roof leak has been repaired.
- o. **Parking Letters to Contractors** – Crossroads will be sending letters to all the contractors used at Chelsea to ensure that they follow the proper parking procedures.
- p. **Garage Door Weather Stripping** – Weather stripping for the previously installed garage doors is on back order and CASP is waiting for the supply to arrive prior to installation. CASP will also be providing a quote to install weather stripping on a number of doors that were installed by a previous contractor that did not provide weather stripping in their scope of work.
- q. **Increase Fob door activation** – Ashley was able to work with Blue Mountain to modify the fob software to change door opening times and opening delays. This will allow anyone with a scooter or wheelchair to scan their fob and allow enough time to press the wheelchair button and access the door. If you have this type of issue and require this alteration to your fob please get in touch with Ashley.
- r. **Nominations Committee** – Nomination Committee is TBD at this time.

Delegation of Council’s Powers and Duties

- (a) **Nominations Committee**
A Nomination Committee shall be appointed by the chairperson at least three months prior to the Annual General Meeting and a notice posted to accept nominations. Nominations will also be accepted from the floor at the Annual General Meeting. The nominee must acknowledge in writing or publicly at the Annual General Meeting their willingness to serve. General Meeting.

IF YOU WOULD LIKE TO SUBMIT YOUR NOMINATION, PLEASE SUBMIT THEM IN WRITING TO CROSSROADS MANAGEMENT NO LATER THAN MARCH 20, 2020.

Nominations may be submitted, in writing, by placing them in the Strata Manager’s mailboxes located in each apartment or the clubhouse, by mailing them to CrossRoads Management at #1001 – 7445 – 132nd Street, Surrey, BC, V3W 1J8 or by emailing to: ross@crpm.ca or jesse@crpm.ca

Nominations may also be handed to any member of the nomination committee.

Nomination Committee Members

- ???????
- ???????
- ???????

s. **Resolution Committee** – So far there have been two Owners that have requested to be on the resolution committee. Liz Bell and Bob Hurley. Owners have the opportunity to put their name forward by February 11th 2020. **Delegation of Council's Powers and Duties**

(b) Resolutions Committee

A Resolution Committee comprised of three council members and two residents shall be appointed by the chairperson. This Committee will accept submissions no later than two months before the Annual General Meeting. The Resolution Committee will review submissions for recommendation to Strata Council, for their consideration, for presentation to the Annual General Meeting.

IF YOU WOULD LIKE TO SUBMIT A RESOLUTION FOR CONSIDERATION AT OUR ANNUAL GENERAL MEETING, PLEASE SUBMIT THEM IN WRITING TO CROSSROADS MANAGEMENT NO LATER THAN FRIDAY, FEBRUARY 21st, 2020.

Resolutions may be submitted, in writing, by placing them in the Strata Manager's mailboxes located in each apartment or the clubhouse, by mailing them to CrossRoads Management at #1001 – 7445 – 132nd Street, Surrey, BC, V3W 1J8 or by emailing to: ross@crpm.ca or jesse@crpm.ca

Council Members

Bill Zemianski

Anita Thompson

Zenon Jalbert

Owners

TBD

(6) CORRESPONDENCE

- A complaint was received about an Owners guest screaming and causing a disturbance to residence in the area.
- A number of letters were sent in regards to the comment made in the December minutes about possibly removing the Kensington hallway stairs and add a full area lift. This was just an option Council requested to explore. It was investigated and determined not be an option.
- An Owner indicated they would not pay Strata fees until the estate of the unit is settled. Council has requested to send a letter indicating that this is not approved and that fines will be applied if they are in arrears for failure of strata fee payment.
- An Owner was confused about receiving a letter from Crossroads about a window repair. It was explained to the Owner that the repair was their responsibility and the Owner understood why the letter that was sent.
- An Owner complained about noise from a unit above. Crossroads has sent a letter to unit in question. Owners are reminded in noise complaint situations to make sure you properly document, times, dates and descriptions. Owners are also reminded to be respectful and courteous to your neighbours and do all your best efforts to mitigate noise between units.
- An Owner sent a bylaw resolution request. The Council will add this to the resolution committee

discussion.

- An Owner sent in a letter regarding another Owner having guests parking in their assigned and had extra vehicles parking in other stalls in the parking garage. The Owner was told that this is not allowed and has stopped parking their vehicles in this matter.
- A complaint was received that a Townhouse unit Owner's guest was parking in apartment visitor parking during the snowy weather. A warning was issued to this Owner and they have indicated this will no longer happen.
- An Owner sent in a note indicating a large number of topics that they believed Council should discuss. A majority of the list was discussed on a number of occasions in council meetings and have been noted in the minutes. . Council thanks this Owner for their recommendations.
- A letter was reviewed about the chairs that were moved to the 2nd floor hallway of the Windsor and that there is insufficient room for all the items. Council will have John and Ivan move the table and chair that do not fit.
- An Owner submitted a concern about the vacancy tax for Owners at Chelsea Gardens. Council determined this should be the concern of Owners who are in this type of situation and conduct the research for themselves.
- Ashley would like to acknowledge and express appreciation for the all the help given by Barry Miller. He helped him bring back the old PA system as requested by several residents. Barry has spent several hours over several days helping Ashley install the new Security Camera system in the Clubhouse. Thank you Barry! Ashley would also like to thank Charlie Sweet for his expert, technical advice on the Security Camera system. And finally, thank Murray Hill & Norm Reid for helping with the above wiring.
- An Owner will be going to surgery and requested that permission be granted to store scooter in the electrical room. The Owner has to sign a waiver provided by Crossroads and council will inspect the scooter location.

(7) COMMITTEE REPORTS

- **TOWNHOUSES** – 13 garage doors are scheduled for replacement. Waiting for weather stripping quotes.
- **APARTMENTS** – Waiting for the completion of the MUA units. Carpet cleaning is scheduled for January 27th and 28th 2020. The Cleaner for the apartments requested an increase in pay. It was **MOVED** and **SECONDED** to approve the increase. This will be added to the new budget. **CARRIED**
- **CLUBHOUSE** – Kitchen Ceiling is to be replaced by volunteers.
- **SAFETY AND SECURITY** – The new camera system is a work in progress. New higher resolution cameras installed in all the previous areas and additional units installed to monitor the other

outside exits of the clubhouse. The new locations include monitoring of the back clubhouse exit (not viewing the pool in anyway), one monitoring the pub door on the outside and another one monitoring the side (mail) door on the outside. None of these cameras will have visuals of any townhouse buildings for privacy reasons. Ashley will research the extending these cameras to the front and east gate.

- **LANDSCAPING** – Ashley and the committee are in the progress of preparing the landscaping guidelines for Owner landscaping alterations. Council reviewed a number of quotes from the arborist to be carried out around the complex. It was **MOVED** and **SECONDED** to approve the quotes.

CARRIED

- **BY-LAWS/RULES** – No Report
- **RV-LOT** – The RV lot was broken into, however, it does not seem that there was any items stolen. Ashley and some volunteers were able to re-install the back gate. A request was made to have a welder come to seal the gate shut.
- **ADMINISTRATION** – No Report
- **EMERGENCY PREPAREDNESS COMMITTEE** – The latest report from the Committee is attached. The Emergency preparedness committee was discussing the viability about a security committee to be formed. Council indicated that it is something that council do not plan on taking on but if the emergency preparedness committee would like to do so they can. However, this would only be for Emergency Situations. The emergency response team requested that they be in charge of manually raising the gates for the apartment buildings. Council indicated that they are willing to work together to come up with a system in a situation such as this.
- **SOCIAL COMMITTEE** – Summary is attached to these minutes

(8) NEW BUSINESS

- Owner Art Donation** – An Owner offered to donate a number of art pieces to the Windsor 4th floor lobby. Council has accepted the offer. The paintings will now become the property of the Strata and Council will be able to decide what is done with the art work.
- Parking Stall Allocation** – It was noted that a parking stall was assigned to a unit back in 2008. The Owner was able to provide the evidence of the change, however, the parking stall that was assigned had been partly consumed by the workshop. It was **MOVED** and **SECONDED** to approve the re-allocation of unit K406 parking stall #63 to stall #64. **CARRIED**
- In Suite Water Shut Offs** – It is strongly recommended that Owners look into replacing their water shut off valves throughout their unit to help prevent future leaks.
- MUA specifications** – Council requested the new MUA specifications to have on file at the Chelsea Office.

- e. **Adding extra phone numbers to enterphone** – It is understood that many Owners do have cell phones as their primary phone. However, adding multiple numbers for each unit to the enterphone system will be a logistic issue. Council decided to leave the current system as is.
- f. **Mechanical Contract** – Council has requested to have the Management Company go out for mechanical contracting quotes.
- g. **Kensington Carpet and painting quotes** – Council reviewed the quotes for the flooring upgrade and painting the Kensington Hallways. This will be brought forward to the resolution committee.
- h. **Roof Doctor** – Council would like to review the option of refurbishing the roofs to potentially increase the life span of the current townhouse roofs. Further investigation on the option will take place.
- i. **Unit K111 Human Rights Tribunal** – K111 has taken LMS1416 Chelsea Gardens to the Human Rights Tribunal. A meeting will be held on March 10th at 9:30AM at the Human Rights Tribunal Office.
- j. **Elevator Issues** – As mentioned in the caretaker report there have been continued issues with the elevator of the Windsor. It is observed that Richmond elevator has not yet determined the root cause on why the elevator is not working properly at times. Richmond elevator indicates that they will be investigating further on this issue.
- k. **Extended Visitor Parking** – Owners are reminded that if they have a guest staying for an extended period of time they must make arrangements for extended visitor parking as per the bylaws:
(12) An owner, tenant or occupant (herein a “Resident”) must not park their vehicles on the common property or in the visitor parking area except with permission from the Caretaker for valid reasons and only to a maximum of 48 hours. Any resident seeking to park in a visitor stall for longer than 48 hours must apply, in writing, to the Strata Council stating the reasons for the request and, in general, this extension shall not be more than three days except under extenuating reasons. Any guest planning to utilize the visitor parking for more than 48 hours and up to seven days shall notify the Caretaker. The maximum permitted parking by a visitor shall be no longer than seven days in any ninety day period without council permission.
- l. **Owner Assigned Stalls** – Owners are needed to be reminded of the following bylaw when it comes to use of your assigned parking stalls:
(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.
- m. **Emergency Contact List** – It is up to you as Owners to update Council and Crossroads with your contact information and emergency contact information. Attached to the minutes is an emergency contact form to fill out IF YOUR CONTACT INFORMATION HAS CHANGED or if you have never filled out one of these forms, if there is no change in contact then no need to fill out the form. Drop the form off in any of the council mailboxes.

- n. **Council Members** – Owners should not be going and knocking on Council member’s doors if there is a problem. They can send a note and put in the Council mailbox, if it is an emergency they can call the caretaker phone 604-834-4578 or Crossroads – 778-578-4445. Council members are volunteers and have their own lives outside of being on Council. Please respect that.
- o. **Pub Night Incident** – A letter was reviewed by Council that included allegations of this Owner being physically assaulted and suffered extreme embarrassment at one of the Pub Nights. The Council agrees that this is inappropriate behavior. The Owner mentioned in the letter will be sent a letter and Council believed it to be appropriate to ban this Owner from pub nights for the next six months and request the Owner to apologies to the affected Owner. It was **MOVED** and **SECONDED** to approve this decision. **CARRIED**
- p. **Clubhouse/Pub night seating** – Owners and residents are reminded that there is **NO** reserved seating during pub nights, any event or group gathering. Signs will be posted. Everyone should be welcome at any of these events and everyone participating should make it a welcoming environment to encourage more people to come.

(9) **ADJOURNMENT**

- The meeting was adjourned at 5:15 PM.
- The next council meeting is Tuesday, February 18, 2020 – 1:00 PM - Clubhouse library

Jesse Train, Strata Manager – CrossRoads Management

Owners are advised that they should retain their electronic or printed copies of the minutes for future use. Should an owner decide to sell, most prospective buyers will usually request two years worth of minutes and, if you do not have them, there is a charge of .25 per page from CrossRoads for this service. Retaining the minutes will help you and/or the buyer avoid this charge. PDF copies can also be obtained from the website.

CrossRoads Management - EMERGENCY CONTACT- 24 HOUR SERVICE - (778) 578-4445
Calling afterhours for an emergency you will be asked to press “1”. This takes you to our afterhours
24/7
Call centre who will then contact the Strata Managers (or their back-up) at home or cell phone.

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
December 2019
AS OF THE 10TH MONTH ENDING DECEMBER 31, 2019

Page 1
01/15/2020
12:25 PM

Prepared For:
Strata Plan LMS 1416 - CRF

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

ASSETS

1025-0000 Bank - Westminster - Contingency	1,722,832.62
1038-1237 WSCU GIC - 2.5% - Feb.25/20	200,000.00
1038-1238 WSCU GIC - 2.5% - Apr.26/20	300,000.00
1038-1242 WSCU GIC - 2.4040% - Jun.01/20	300,000.00
1109-0100 Due to CRF from Operating-Insurance	46,200.20

TOTAL ASSETS

2,569,032.82

LIABILITIES

2012-2500 Accrued Expenses	1,664.40
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TOTAL LIABILITIES

1,664.40

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	2,276,165.64
3510-0000 Net Income - Current Year	291,202.78

TOTAL OWNERS' EQUITY

2,567,368.42

TOTAL LIABILITIES AND EQUITY

2,569,032.82

Date: JAN. 15/2020
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
December 2019

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2019

Prepared For:
Strata Plan LMS 1416 - CRF

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

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-5000 Strata Fees - Apartment	12,027.83	12,027.83	0.00	0.00	120,278.30	120,278.30	0.00	0.00	144,334.00
4010-6000 Strata Fees - Townhome	26,168.00	26,168.00	0.00	0.00	261,680.00	261,680.00	0.00	0.00	314,016.00
TOTAL	38,195.83	38,195.83	0.00	0.00	381,958.30	381,958.30	0.00	0.00	458,350.00
4031-0000 Interest Income	3,585.35	0.00	3,585.35	0	48,529.46	0.00	48,529.46	0	0.00
4031-6000 Interest Income- Insur. L	599.17	0.00	599.17	0	5,991.70	0.00	5,991.70	0	0.00
TOTAL	4,184.52	0.00	4,184.52	0	54,521.16	0.00	54,521.16	0	0.00
TOTAL INCOME	42,380.35	38,195.83	4,184.52	10.96	436,479.46	381,958.30	54,521.16	14.27	458,350.00
6276-2019 Windsor Lobby/Parkade	73.09	2,916.67	2,843.58	97.49	31,270.40	29,166.70	-2,103.70	-7.21	35,000.00
6278-2019 Apt MUA Replacement	4,032.16	15,000.00	10,967.84	73.12	14,193.76	150,000.00	135,806.24	90.54	180,000.00
6280-2019 Apartment Heating Syste	0.00	0.00	0.00	0	14,302.05	0.00	-14,302.05	0	0.00
TOTAL EXPS. BEFORE UTILITIES	4,105.25	17,916.67	13,811.42	77.09	59,766.21	179,166.70	119,400.49	66.64	215,000.00
TOWNHOUSE EXPENSES									
6342-2019 2019 Townhouse Envelo	0.00	7,500.00	7,500.00	100.0	47,090.97	75,000.00	27,909.03	37.21	90,000.00
6344-2019 Garage Doors	1,732.50	2,083.33	350.83	16.84	12,621.00	20,833.30	8,212.30	39.42	25,000.00
TOTAL OPERATING EXPS. - T.H.	1,732.50	9,583.33	7,850.83	81.92	59,711.97	95,833.30	36,121.33	37.69	115,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6511-2019 Landscaping Remediatio	2,625.00	2,916.67	291.67	10.00	25,798.50	29,166.70	3,368.20	11.55	35,000.00
6512-2019 Accessibility Improve	0.00	1,666.67	1,666.67	100.0	0.00	16,666.70	16,666.70	100.0	20,000.00
TOTAL REPAIR & MAINT.	2,625.00	4,583.34	1,958.34	42.73	25,798.50	45,833.40	20,034.90	43.71	55,000.00
TOTAL COMMON EXPENSES	2,625.00	4,583.34	1,958.34	42.73	25,798.50	45,833.40	20,034.90	43.71	55,000.00
TOTAL EXPENSES	8,462.75	32,083.34	23,620.59	73.62	145,276.68	320,833.40	175,556.72	54.72	385,000.00
NET INCOME (LOSS)	33,917.60	6,112.49	27,805.11	454.8	291,202.78	61,124.90	230,077.88	376.4	73,350.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
December 2019
AS OF THE 10TH MONTH ENDING DECEMBER 31, 2019

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Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

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

ASSETS

1010-0000 Petty Cash	212.35
1013-0000 Bank Shares	5.00
1020-0000 Bank - Westminster - Chequing	58,205.12
1027-0000 Bank - Water Surcharge	39,190.57
1028-1300 Bank - Golf Tournament Funds	3,050.23
1029-0000 Bank - Apt Utilities	20,373.60
1030-0000 Bank - Exercise Room	1,191.74
1040-0000 Bank - Social Committee	5,494.02
1200-0000 Prepaid Insurance	46,200.19
1220-0000 Caretaker Suite	74,305.56
1300-0000 Accounts Receivable	<u>2,270.17</u>

TOTAL ASSETS

250,498.55

LIABILITIES

2010-0000 Accounts Payable	13,945.06
2014-0000 Accrued Water & Sewer	29,639.34
2017-0000 Social Committee Fund	5,494.02
2018-0000 Exercise Room	1,191.74
2019-0000 Golf Tournament Fund	3,050.23
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	46,200.19
2170-0000 Vacation Payable	2,488.03
2250-0000 Pre-Paid Fees	<u>27.84</u>

TOTAL LIABILITIES

102,336.45

OWNERS' EQUITY

3499-0000 Owners' Equity/Caretaker Suite	74,305.56
3500-0000 Net Income - Prior Years	21,394.02
3510-0000 Net Income - Current Year	33,507.63
3510-2000 Net Income - Utilities	9,403.66
3510-3000 Net Income - Water & Sewer	<u>9,551.23</u>

TOTAL OWNERS' EQUITY

148,162.10

TOTAL LIABILITIES AND EQUITY

250,498.55

Date: JAN. 15/2020
Accountant: [Signature]
Property Manager: [Signature]

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

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2019

Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

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

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-0000 Strata Fees	44,943.96	44,943.83	0.13	0.00	449,439.60	449,438.30	1.30	0.00	539,326.00
4012-0000 CRF Strata Fees - Apart	-12,027.83	-12,027.83	0.00	0.00	-120,278.30	-120,278.30	0.00	0.00	-144,334.00
4015-0000 Parking & Scooter Parki	506.00	208.33	297.67	142.8	4,655.00	2,083.30	2,571.70	123.4	2,500.00
4022-0000 Move in/out	0.00	66.67	-66.67	-100.0	900.00	666.70	233.30	34.99	800.00
4025-0000 Prior Year Surplus (Defic	2,534.92	2,534.92	0.00	0.00	25,349.20	25,349.20	0.00	0.00	30,419.00
TOTAL	35,957.05	35,725.92	231.13	0.65	360,065.50	357,259.20	2,806.30	0.79	428,711.00
4030-0000 Strata Fees	80,877.17	80,877.17	0.00	0.00	808,771.70	808,771.70	0.00	0.00	970,526.00
4032-0000 CRF Strata Fees - Town	-26,168.00	-26,168.00	0.00	0.00	-261,680.00	-261,680.00	0.00	0.00	-314,016.00
4037-0000 Prior Year Surplus	2,974.42	2,974.42	0.00	0.00	29,744.20	29,744.20	0.00	0.00	35,693.00
TOTAL	57,683.59	57,683.59	0.00	0.00	576,835.90	576,835.90	0.00	0.00	692,203.00
OTHER									
4040-0000 Rental - Fireside Lounge	280.00	83.33	196.67	236.0	930.00	833.30	96.70	11.60	1,000.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	6,000.00	6,000.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	540.00	733.33	-193.33	-26.36	7,225.00	7,333.30	-108.30	-1.48	8,800.00
4055-0000 R.V. Parking	800.00	650.00	150.00	23.08	8,305.00	6,500.00	1,805.00	27.77	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	25.00	0.00	25.00	0	50.00	0.00	50.00	0	0.00
4065-0000 Interest Income	173.12	100.00	73.12	73.12	1,893.56	1,000.00	893.56	89.36	1,200.00
4066-0000 Remote Control Sale	120.00	125.00	-5.00	-4.00	2,280.00	1,250.00	1,030.00	82.40	1,500.00
4084-0000 Keys	0.00	0.00	0.00	0	30.00	0.00	30.00	0	0.00
TOTAL OTHER	2,538.12	2,291.66	246.46	10.75	27,013.56	22,916.60	4,096.96	17.88	27,500.00
TOTAL INCOME	96,178.76	95,701.17	477.59	0.50	963,914.96	957,011.70	6,903.26	0.72	1,148,414.00
6030-0000 Apt Janitor/Contract Ser	1,450.00	1,500.00	50.00	3.33	14,027.50	15,000.00	972.50	6.48	18,000.00
6208-0000 Building Maint. - Apartm	222.99	4,102.00	3,879.01	94.56	48,870.27	41,020.00	-7,850.27	-19.14	49,224.00
6215-0000 Equipment Maint.-Apart	2,017.80	4,080.17	2,062.37	50.55	42,746.67	40,801.70	-1,944.97	-4.77	48,962.00
6268-0050 Elevator Maint. - Apartm	1,527.97	1,291.67	-236.30	-18.29	14,866.25	12,916.70	-1,949.55	-15.09	15,500.00
6275-0000 Gate & Door Maint. - Ap	248.50	583.33	334.83	57.40	2,801.73	5,833.30	3,031.57	51.97	7,000.00
6279-0000 Garbage Pick-up - Apts.	1,676.97	1,878.58	201.61	10.73	18,131.81	18,785.80	653.99	3.48	22,543.00
TOTAL EXPS. BEFORE UTILITIES	7,144.23	13,435.75	6,291.52	46.83	141,444.23	134,357.50	-7,086.73	-5.27	161,229.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	1,166.95	4,605.42	3,438.47	74.66	53,611.07	46,054.20	-7,556.87	-16.41	55,265.00
6320-0000 Garbage Pick-up - Town	4,226.59	4,583.33	356.74	7.78	45,706.40	45,833.30	126.90	0.28	55,000.00
TOTAL OPERATING EXPS. - T.H.	5,393.54	9,188.75	3,795.21	41.30	99,317.47	91,887.50	-7,429.97	-8.09	110,265.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	11,550.00	11,550.00	0.00	0.00	115,846.50	115,500.00	-346.50	-0.30	138,600.00
6425-0000 Drainage Repair & Maint	0.00	416.67	416.67	100.0	0.00	4,166.70	4,166.70	100.0	5,000.00
6435-0000 Plant Replacement & Im	0.00	1,416.67	1,416.67	100.0	16,867.62	14,166.70	-2,700.92	-19.07	17,000.00
6440-0000 Irrigation System	0.00	333.33	333.33	100.0	2,054.16	3,333.30	1,279.14	38.37	4,000.00
6455-0000 Snow Removal	0.00	833.33	833.33	100.0	1,711.09	8,333.30	6,622.21	79.47	10,000.00
TOTAL LANDS. & GROUNDS	11,550.00	14,550.00	3,000.00	20.62	136,479.37	145,500.00	9,020.63	6.20	174,600.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	270.71	2,000.00	1,729.29	86.46	13,197.14	20,000.00	6,802.86	34.01	24,000.00
6515-0000 Equipment Rep. & Maint	343.09	1,583.33	1,240.24	78.33	4,964.63	15,833.30	10,868.67	68.64	19,000.00
6520-0000 Supplies Equipment - Co	11.20	666.67	655.47	98.32	5,030.11	6,666.70	1,636.59	24.55	8,000.00
6525-0000 Supplies Maintenance-C	0.00	166.67	166.67	100.0	2,290.48	1,666.70	-623.78	-37.43	2,000.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.0	89.87	416.70	326.83	78.43	500.00
6535-0000 Enterphone and Security	0.00	291.67	291.67	100.0	1,577.53	2,916.70	1,339.17	45.91	3,500.00
6560-0000 Gate Repair & Maint. - C	0.00	333.33	333.33	100.0	218.69	3,333.30	3,114.61	93.44	4,000.00
6565-0000 Pest Control - Common	604.19	583.33	-20.86	-3.58	3,590.54	5,833.30	2,242.76	38.45	7,000.00
TOTAL REPAIR & MAINT.	1,229.19	5,666.67	4,437.48	78.31	30,958.99	56,666.70	25,707.71	45.37	68,000.00

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

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2019

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
UTILITIES									
6576-0000 Electricity	194.00	250.00	56.00	22.40	2,115.00	2,500.00	385.00	15.40	3,000.00
6577-0000 Electricity Ponds - Com	422.00	416.67	-5.33	-1.28	3,860.00	4,166.70	306.70	7.36	5,000.00
6580-0000 Electricity Stream - Com	638.00	708.33	70.33	9.93	6,380.00	7,083.30	703.30	9.93	8,500.00
6595-0000 Telephone Caretaker	136.64	75.00	-61.64	-82.19	741.44	750.00	8.56	1.14	900.00
TOTAL UTILITIES	1,390.64	1,450.00	59.36	4.09	13,096.44	14,500.00	1,403.56	9.68	17,400.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	100.00	125.00	25.00	20.00	1,075.00	1,250.00	175.00	14.00	1,500.00
6690-0000 Electricity - RV Lot	65.00	75.00	10.00	13.33	650.00	750.00	100.00	13.33	900.00
TOTAL OPERATING EXPS-RV LOT	165.00	200.00	35.00	17.50	1,725.00	2,000.00	275.00	13.75	2,400.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	0.00	833.33	833.33	100.0	7,973.38	8,333.30	359.92	4.32	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	480.10	1,250.00	769.90	61.59	20,379.28	12,500.00	-7,879.28	-63.03	15,000.00
6715-0000 Lock Up Costs - Rec. Ce	120.00	175.00	55.00	31.43	1,432.38	1,750.00	317.62	18.15	2,100.00
6720-0000 Guest Suites Telephone-	50.70	100.00	49.30	49.30	516.90	1,000.00	483.10	48.31	1,200.00
6725-0000 Exercise Equip R & M-R	0.00	250.00	250.00	100.0	1,448.07	2,500.00	1,051.93	42.08	3,000.00
6730-0000 Workshop R & M-Rec. C	0.00	125.00	125.00	100.0	51.49	1,250.00	1,198.51	95.88	1,500.00
6735-0000 Pool Repair & Maint.-Re	0.00	708.33	708.33	100.0	6,640.72	7,083.30	442.58	6.25	8,500.00
6740-0000 Pool Supplies & Chemic	320.76	291.67	-29.09	-9.97	3,963.53	2,916.70	-1,046.83	-35.89	3,500.00
6750-0000 Cleaning Supplies-Rec.	114.28	200.00	85.72	42.86	1,516.87	2,000.00	483.13	24.16	2,400.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	0.00	833.30	833.30	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	1,929.00	1,933.33	4.33	0.22	18,665.00	19,333.30	668.30	3.46	23,200.00
6765-0000 Gas - Rec. Centre	1,316.89	1,108.33	-208.56	-18.82	11,085.44	11,083.30	-2.14	-0.02	13,300.00
TOTAL OPER. EXPS-REC. CENTRE	4,331.73	7,058.32	2,726.59	38.63	73,673.06	70,583.20	-3,089.86	-4.38	84,700.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,390.13	5,250.00	-140.13	-2.67	51,026.45	52,500.00	1,473.55	2.81	63,000.00
6830-0000 Caretaker Assistant Wag	1,458.34	1,625.00	166.66	10.26	14,112.31	16,250.00	2,137.69	13.16	19,500.00
6865-0000 R. C. Janitor Wages and	1,821.75	1,875.00	53.25	2.84	18,133.39	18,750.00	616.61	3.29	22,500.00
6875-0000 Payroll Costs	511.50	750.00	238.50	31.80	8,361.61	7,500.00	-861.61	-11.49	9,000.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	1,257.85	1,250.00	-7.85	-0.63	1,500.00
TOTAL SALARIES & PAYROLL COS	9,181.72	9,625.00	443.28	4.61	92,891.61	96,250.00	3,358.39	3.49	115,500.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	0.00	33.33	33.33	100.0	93.29	333.30	240.01	72.01	400.00
6915-0000 Supplies	41.92	83.33	41.41	49.69	932.26	833.30	-98.96	-11.88	1,000.00
6920-0000 Telephone & Cable - Offi	426.51	425.00	-1.51	-0.36	4,249.30	4,250.00	0.70	0.02	5,100.00
TOTAL OFFICE EXPENSES	468.43	541.66	73.23	13.52	5,274.85	5,416.60	141.75	2.62	6,500.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	0.00	375.00	375.00	100.0	4,529.02	3,750.00	-779.02	-20.77	4,500.00
6975-0000 Council Expenses - Adm	0.00	241.67	241.67	100.0	3,386.81	2,416.70	-970.11	-40.14	2,900.00
6980-0000 Legal Expenses	0.00	83.33	83.33	100.0	240.39	833.30	592.91	71.15	1,000.00
6984-0000 Postage and Printing	1,049.75	1,416.67	366.92	25.90	14,701.54	14,166.70	-534.84	-3.78	17,000.00
6990-0000 Insurance Premiums	23,100.08	23,045.92	-54.16	-0.24	231,000.80	230,459.20	-541.60	-0.24	276,551.00
6992-0000 Insurance Carrying Char	599.17	599.17	0.00	0.00	5,991.70	5,991.70	0.00	0.00	7,190.00
7000-0000 Management Fees	5,785.74	5,785.75	0.01	0.00	57,857.40	57,857.50	0.10	0.00	69,429.00
7010-0000 Property Taxes - Admin.	0.00	37.50	37.50	100.0	325.00	375.00	50.00	13.33	450.00
7020-0000 Security - Admin.	84.20	2,333.33	2,249.13	96.39	17,020.66	23,333.30	6,312.64	27.05	28,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	100.00	125.00	25.00	20.00	150.00
7030-0000 Strata Web Site	0.00	37.50	37.50	100.0	181.83	375.00	193.17	51.51	450.00
7050-0000 Miscellaneous	0.00	0.00	0.00	0	34.76	0.00	-34.76	0	0.00
7051-0000 Statutory Financial Revi	0.00	16.67	16.67	100.0	176.40	166.70	-9.70	-5.82	200.00
TOTAL ADMINISTRATION EXPENSE	30,628.94	33,985.01	3,356.07	9.88	335,546.31	339,850.10	4,303.79	1.27	407,820.00
TOTAL COMMON EXPENSES	58,945.65	73,076.66	14,131.01	19.34	689,645.63	730,766.60	41,120.97	5.63	876,920.00
TOTAL EXPENSES	71,483.42	95,701.16	24,217.74	25.31	930,407.33	957,011.60	26,604.27	2.78	1,148,414.00
NET INCOME (LOSS)	24,695.34	0.01	24,695.33	246.9	33,507.63	0.10	33,507.53	33.50	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	9,859.00	9,859.00	0.00	0.00	98,590.00	98,590.00	0.00	0.00	118,308.00
9262-0000 Utilities Interest Income	50.61	0.00	50.61	0	414.87	0.00	414.87	0	0.00

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

AS OF THE 10TH MONTH ENDING DECEMBER 31, 2019

	<u>MTD Actual</u>	<u>MTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>Annual</u>
9264-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	13,873.74	13,874.00	-0.26	0.00	13,874.00
Total Apartment Utilities	9,909.61	9,859.00	50.61	0.51	112,878.61	112,464.00	414.61	0.37	132,182.00
UTILITY EXPENSES									
Gas									
9360-0000 Electricity Kens & Mayfai	2,282.00	2,416.67	134.67	5.57	22,820.00	24,166.70	1,346.70	5.57	29,000.00
9365-0000 Electricity Windsor	1,448.00	1,583.33	135.33	8.55	14,480.00	15,833.30	1,353.30	8.55	19,000.00
Total Electricity - Apart.	3,730.00	4,000.00	270.00	6.75	37,300.00	40,000.00	2,700.00	6.75	48,000.00
Gas - Apartments									
9410-0000 Gas - Mayfair	2,130.90	1,664.75	-466.15	-28.00	15,408.08	16,647.50	1,239.42	7.45	19,977.00
9420-0000 Gas - Kensington	3,972.54	2,587.75	-1,384.79	-53.51	24,455.25	25,877.50	1,422.25	5.50	31,053.00
9430-0000 Gas - Windsor	4,866.50	2,762.67	-2,103.83	-76.15	26,311.62	27,626.70	1,315.08	4.76	33,152.00
Total Gas - Apartment	10,969.94	7,015.17	-3,954.77	-56.37	66,174.95	70,151.70	3,976.75	5.67	84,182.00
TOTAL UTILITIES - APARTMENT	14,699.94	11,015.17	-3,684.77	-33.45	103,474.95	110,151.70	6,676.75	6.06	132,182.00
NET INCOME (LOSS) UTILITIES	-4,790.33	-1,156.17	-3,634.16	-314.3	9,403.66	2,312.30	7,091.36	306.6	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	5,120.00	5,120.00	0.00	0.00	51,200.00	51,200.00	0.00	0.00	61,440.00
9700-0000 Water - Townhouses	7,488.00	7,488.00	0.00	0.00	74,880.00	74,880.00	0.00	0.00	89,856.00
9725-0000 Water - Interest Income	85.58	0.00	85.58	0	1,434.28	0.00	1,434.28	0	0.00
9745-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	26,539.65	26,540.00	-0.35	0.00	26,540.00
TOTAL WATER INCOME	12,693.58	12,608.00	85.58	0.68	154,053.93	152,620.00	1,433.93	0.94	177,836.00
WATER EXPENSE									
9850-0000 Water Usage	14,819.67	14,819.67	0.00	0.00	144,502.70	148,196.70	3,694.00	2.49	177,836.00
TOTAL WATER	14,819.67	14,819.67	0.00	0.00	144,502.70	148,196.70	3,694.00	2.49	177,836.00
NET INCOME (LOSS) WATER	-2,126.09	-2,211.67	85.58	3.87	9,551.23	4,423.30	5,127.93	115.93	0.00

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
November 2019
AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2019

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Prepared For:
Strata Plan LMS 1416 - CRF

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

ASSETS

1025-0000 Bank - Westminster - Contingency	1,665,814.94
1038-1237 WSCU GIC - 2.5% - Feb.25/20	200,000.00
1038-1238 WSCU GIC - 2.5% - Apr.26/20	300,000.00
1038-1242 WSCU GIC - 2.4040% - Jun.01/20	300,000.00
1109-0100 Due to CRF from Operating-Insurance	69,300.28

TOTAL ASSETS

2,535,115.22

LIABILITIES

2012-2500 Accrued Expenses	1,664.40
----------------------------	----------

TOTAL LIABILITIES

1,664.40

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	2,276,165.64
3510-0000 Net Income - Current Year	257,285.18

TOTAL OWNERS' EQUITY

2,533,450.82

TOTAL LIABILITIES AND EQUITY

2,535,115.22

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

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

November 2019

AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2019

Prepared For:
 Strata Plan LMS 1416 - CRF

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

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-5000 Strata Fees - Apartment	12,027.83	12,027.83	0.00	0.00	108,250.47	108,250.47	0.00	0.00	144,334.00
4010-6000 Strata Fees - Townhome	26,168.00	26,168.00	0.00	0.00	235,512.00	235,512.00	0.00	0.00	314,016.00
TOTAL	38,195.83	38,195.83	0.00	0.00	343,762.47	343,762.47	0.00	0.00	458,350.00
4031-0000 Interest Income	3,414.60	0.00	3,414.60	0	44,944.11	0.00	44,944.11	0	0.00
4031-6000 Interest Income- Insur. L	599.17	0.00	599.17	0	5,392.53	0.00	5,392.53	0	0.00
TOTAL	4,013.77	0.00	4,013.77	0	50,336.64	0.00	50,336.64	0	0.00
TOTAL INCOME	42,209.60	38,195.83	4,013.77	10.51	394,099.11	343,762.47	50,336.64	14.64	458,350.00
6276-2019 Windsor Lobby/Parkade	7,530.77	2,916.67	-4,614.10	-158.2	31,197.31	26,250.03	-4,947.28	-18.85	35,000.00
6278-2019 Apt MUA Replacement	9,759.97	15,000.00	5,240.03	34.93	10,161.60	135,000.00	124,838.40	92.47	180,000.00
6280-2019 Apartment Heating Syste	14,302.05	0.00	-14,302.05	0	14,302.05	0.00	-14,302.05	0	0.00
TOTAL EXPS. BEFORE UTILITIES	31,592.79	17,916.67	-13,676.12	-76.33	55,660.96	161,250.03	105,589.07	65.48	215,000.00
TOWNHOUSE EXPENSES									
6342-2019 2019 Townhouse Envelo	3,585.75	7,500.00	3,914.25	52.19	47,090.97	67,500.00	20,409.03	30.24	90,000.00
6344-2019 Garage Doors	0.00	2,083.33	2,083.33	100.0	10,888.50	18,749.97	7,861.47	41.93	25,000.00
TOTAL OPERATING EXPS. - T.H.	3,585.75	9,583.33	5,997.58	62.58	57,979.47	86,249.97	28,270.50	32.78	115,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6511-2019 Landscaping Remediatio	0.00	2,916.67	2,916.67	100.0	23,173.50	26,250.03	3,076.53	11.72	35,000.00
6512-2019 Accessibility Improveme	0.00	1,666.67	1,666.67	100.0	0.00	15,000.03	15,000.03	100.0	20,000.00
TOTAL REPAIR & MAINT.	0.00	4,583.34	4,583.34	100.0	23,173.50	41,250.06	18,076.56	43.82	55,000.00
TOTAL COMMON EXPENSES	0.00	4,583.34	4,583.34	100.0	23,173.50	41,250.06	18,076.56	43.82	55,000.00
TOTAL EXPENSES	35,178.54	32,083.34	-3,095.20	-9.65	136,813.93	288,750.06	151,936.13	52.62	385,000.00
NET INCOME (LOSS)	7,031.06	6,112.49	918.57	15.03	257,285.18	55,012.41	202,272.77	367.6	73,350.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
November 2019
AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2019

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Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

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

ASSETS

1010-0000 Petty Cash	500.00
1013-0000 Bank Shares	5.00
1020-0000 Bank - Westminster - Chequing	46,549.08
1027-0000 Bank - Water Surcharge	89,274.02
1028-1300 Bank - Golf Tournament Funds	3,043.90
1029-0000 Bank - Apt Utilities	14,193.99
1030-0000 Bank - Exercise Room	1,189.27
1040-0000 Bank - Social Committee	5,482.61
1200-0000 Prepaid Insurance	69,300.27
1205-0000 Prepaid Expenses	2,088.84
1220-0000 Caretaker Suite	74,305.56
1300-0000 Accounts Receivable	1,431.07

TOTAL ASSETS

307,363.61

LIABILITIES

2010-0000 Accounts Payable	75,192.81
2014-0000 Accrued Water & Sewer	14,819.67
2017-0000 Social Committee Fund	5,482.61
2018-0000 Exercise Room	1,189.27
2019-0000 Golf Tournament Fund	3,043.90
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	69,300.27
2170-0000 Vacation Payable	2,114.69
2250-0000 Pre-Paid Fees	27.87

TOTAL LIABILITIES

171,471.09

OWNERS' EQUITY

3499-0000 Owners' Equity/Caretaker Suite	74,305.56
3500-0000 Net Income - Prior Years	26,903.36
3510-0000 Net Income - Current Year	8,812.29
3510-2000 Net Income - Utilities	14,193.99
3510-3000 Net Income - Water & Sewer	11,677.32

TOTAL OWNERS' EQUITY

135,892.52

TOTAL LIABILITIES AND EQUITY

307,363.61

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

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

AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2019

Prepared For:
 Strata Plan LMS1416
 Surrey, BC

 Surrey, BC

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

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-0000 Strata Fees	44,943.96	44,943.83	0.13	0.00	404,495.64	404,494.47	1.17	0.00	539,326.00
4012-0000 CRF Strata Fees - Apart	-12,027.83	-12,027.83	0.00	0.00	-108,250.47	-108,250.47	0.00	0.00	-144,334.00
4015-0000 Parking & Scooter Parki	481.00	208.33	272.67	130.8	4,149.00	1,874.97	2,274.03	121.2	2,500.00
4022-0000 Move in/out	100.00	66.67	33.33	49.99	900.00	600.03	299.97	49.99	800.00
4025-0000 Prior Year Surplus (Defic	2,534.92	2,534.92	0.00	0.00	22,814.28	22,814.28	0.00	0.00	30,419.00
TOTAL	36,032.05	35,725.92	306.13	0.86	324,108.45	321,533.28	2,575.17	0.80	428,711.00
4030-0000 Strata Fees	80,877.17	80,877.17	0.00	0.00	727,894.53	727,894.53	0.00	0.00	970,526.00
4032-0000 CRF Strata Fees - Town	-26,168.00	-26,168.00	0.00	0.00	-235,512.00	-235,512.00	0.00	0.00	-314,016.00
4037-0000 Prior Year Surplus	2,974.42	2,974.42	0.00	0.00	26,769.78	26,769.78	0.00	0.00	35,693.00
TOTAL	57,683.59	57,683.59	0.00	0.00	519,152.31	519,152.31	0.00	0.00	692,203.00
OTHER									
4040-0000 Rental - Fireside Lounge	100.00	83.33	16.67	20.00	650.00	749.97	-99.97	-13.33	1,000.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	5,400.00	5,400.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	585.00	733.33	-148.33	-20.23	6,685.00	6,599.97	85.03	1.29	8,800.00
4055-0000 R.V. Parking	760.00	650.00	110.00	16.92	7,505.00	5,850.00	1,655.00	28.29	7,800.00
4061-0000 Bylaw Fines	100.00	0.00	100.00	0	300.00	0.00	300.00	0	0.00
4062-0000 Dish and Cutlery Rental	0.00	0.00	0.00	0	25.00	0.00	25.00	0	0.00
4065-0000 Interest Income	184.70	100.00	84.70	84.70	1,720.44	900.00	820.44	91.16	1,200.00
4066-0000 Remote Control Sale	285.00	125.00	160.00	128.0	2,160.00	1,125.00	1,035.00	92.00	1,500.00
4084-0000 Keys	0.00	0.00	0.00	0	30.00	0.00	30.00	0	0.00
TOTAL OTHER	2,614.70	2,291.66	323.04	14.10	24,475.44	20,624.94	3,850.50	18.67	27,500.00
TOTAL INCOME	96,330.34	95,701.17	629.17	0.66	867,736.20	861,310.53	6,425.67	0.75	1,148,414.00
6030-0000 Apt Janitor/Contract Ser	1,450.00	1,500.00	50.00	3.33	12,577.50	13,500.00	922.50	6.83	18,000.00
6208-0000 Building Maint. - Apartm	14,185.67	4,102.00	-10,083.67	-245.8	48,647.28	36,918.00	-11,729.28	-31.77	49,224.00
6215-0000 Equipment Maint.-Apart	3,401.15	4,080.17	679.02	16.64	40,728.87	36,721.53	-4,007.34	-10.91	48,962.00
6268-0050 Elevator Maint. - Apartm	1,328.97	1,291.67	-37.30	-2.89	13,338.28	11,625.03	-1,713.25	-14.74	15,500.00
6275-0000 Gate & Door Maint. - Ap	193.20	583.33	390.13	66.88	2,553.23	5,249.97	2,696.74	51.37	7,000.00
6279-0000 Garbage Pick-up - Apts.	2,118.95	1,878.58	-240.37	-12.80	16,454.84	16,907.22	452.38	2.68	22,543.00
TOTAL EXPS. BEFORE UTILITIES	22,677.94	13,435.75	-9,242.19	-68.79	134,300.00	120,921.75	-13,378.25	-11.06	161,229.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	25,405.88	4,605.42	-20,800.46	-451.6	52,444.12	41,448.78	-10,995.34	-26.53	55,265.00
6320-0000 Garbage Pick-up - Town	4,226.59	4,583.33	356.74	7.78	41,479.81	41,249.97	-229.84	-0.56	55,000.00
TOTAL OPERATING EXPS. - T.H.	29,632.47	9,188.75	-20,443.72	-222.4	93,923.93	82,698.75	-11,225.18	-13.57	110,265.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	11,550.00	11,550.00	0.00	0.00	104,296.50	103,950.00	-346.50	-0.33	138,600.00
6425-0000 Drainage Repair & Maint	0.00	416.67	416.67	100.0	0.00	3,750.03	3,750.03	100.0	5,000.00
6435-0000 Plant Replacement & Im	0.00	1,416.67	1,416.67	100.0	16,867.62	12,750.03	-4,117.59	-32.29	17,000.00
6440-0000 Irrigation System	462.79	333.33	-129.46	-38.84	2,054.16	2,999.97	945.81	31.53	4,000.00
6455-0000 Snow Removal	1,373.68	833.33	-540.35	-64.84	1,711.09	7,499.97	5,788.88	77.19	10,000.00
TOTAL LANDS. & GROUNDS	13,386.47	14,550.00	1,163.53	8.00	124,929.37	130,950.00	6,020.63	4.60	174,600.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	1,573.01	2,000.00	426.99	21.35	12,926.43	18,000.00	5,073.57	28.19	24,000.00
6515-0000 Equipment Rep. & Maint	107.24	1,583.33	1,476.09	93.23	4,621.54	14,249.97	9,628.43	67.57	19,000.00
6520-0000 Supplies Equipment - Co	789.83	666.67	-123.16	-18.47	5,018.91	6,000.03	981.12	16.35	8,000.00
6525-0000 Supplies Maintenance-C	0.00	166.67	166.67	100.0	2,290.48	1,500.03	-790.45	-52.70	2,000.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.0	89.87	375.03	285.16	76.04	500.00
6535-0000 Enterphone and Security	0.00	291.67	291.67	100.0	1,577.53	2,625.03	1,047.50	39.90	3,500.00
6560-0000 Gate Repair & Maint. - C	0.00	333.33	333.33	100.0	218.69	2,999.97	2,781.28	92.71	4,000.00
6565-0000 Pest Control - Common	420.44	583.33	162.89	27.92	2,986.35	5,249.97	2,263.62	43.12	7,000.00
TOTAL REPAIR & MAINT.	2,890.52	5,666.67	2,776.15	48.99	29,729.80	51,000.03	21,270.23	41.71	68,000.00

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

AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2019

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
UTILITIES									
6576-0000 Electricity	194.00	250.00	56.00	22.40	1,921.00	2,250.00	329.00	14.62	3,000.00
6577-0000 Electricity Ponds - Com	422.00	416.67	-5.33	-1.28	3,438.00	3,750.03	312.03	8.32	5,000.00
6580-0000 Electricity Stream - Com	638.00	708.33	70.33	9.93	5,742.00	6,374.97	632.97	9.93	8,500.00
6595-0000 Telephone Caretaker	67.20	75.00	7.80	10.40	604.80	675.00	70.20	10.40	900.00
TOTAL UTILITIES	1,321.20	1,450.00	128.80	8.88	11,705.80	13,050.00	1,344.20	10.30	17,400.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	112.50	125.00	12.50	10.00	975.00	1,125.00	150.00	13.33	1,500.00
6690-0000 Electricity - RV Lot	65.00	75.00	10.00	13.33	585.00	675.00	90.00	13.33	900.00
TOTAL OPERATING EXPS-RV LOT	177.50	200.00	22.50	11.25	1,560.00	1,800.00	240.00	13.33	2,400.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	197.02	833.33	636.31	76.36	7,973.38	7,499.97	-473.41	-6.31	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	588.76	1,250.00	661.24	52.90	19,899.18	11,250.00	-8,649.18	-76.88	15,000.00
6715-0000 Lock Up Costs - Rec. Ce	150.00	175.00	25.00	14.29	1,312.38	1,575.00	262.62	16.67	2,100.00
6720-0000 Guest Suites Telephone-	50.70	100.00	49.30	49.30	466.20	900.00	433.80	48.20	1,200.00
6725-0000 Exercise Equip R & M-R	482.69	250.00	-232.69	-93.08	1,448.07	2,250.00	801.93	35.64	3,000.00
6730-0000 Workshop R & M-Rec. C	0.00	125.00	125.00	100.0	51.49	1,125.00	1,073.51	95.42	1,500.00
6735-0000 Pool Repair & Maint.-Re	0.00	708.33	708.33	100.0	6,640.72	6,374.97	-265.75	-4.17	8,500.00
6740-0000 Pool Supplies & Chemic	29.88	291.67	261.79	89.76	3,642.77	2,625.03	-1,017.74	-38.77	3,500.00
6750-0000 Cleaning Supplies-Rec.	0.00	200.00	200.00	100.0	1,402.59	1,800.00	397.41	22.08	2,400.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	0.00	749.97	749.97	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	1,929.00	1,933.33	4.33	0.22	16,736.00	17,399.97	663.97	3.82	23,200.00
6765-0000 Gas - Rec. Centre	995.83	1,108.33	112.50	10.15	9,768.55	9,974.97	206.42	2.07	13,300.00
TOTAL OPER. EXPS-REC. CENTRE	4,423.88	7,058.32	2,634.44	37.32	69,341.33	63,524.88	-5,816.45	-9.16	84,700.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,390.13	5,250.00	-140.13	-2.67	45,636.32	47,250.00	1,613.68	3.42	63,000.00
6830-0000 Caretaker Assistant Wag	1,458.34	1,625.00	166.66	10.26	12,653.97	14,625.00	1,971.03	13.48	19,500.00
6865-0000 R. C. Janitor Wages and	1,821.72	1,875.00	53.28	2.84	16,311.64	16,875.00	563.36	3.34	22,500.00
6875-0000 Payroll Costs	753.24	750.00	-3.24	-0.43	7,850.11	6,750.00	-1,100.11	-16.30	9,000.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	1,257.85	1,125.00	-132.85	-11.81	1,500.00
TOTAL SALARIES & PAYROLL COS	9,423.43	9,625.00	201.57	2.09	83,709.89	86,625.00	2,915.11	3.37	115,500.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	20.00	33.33	13.33	39.99	93.29	299.97	206.68	68.90	400.00
6915-0000 Supplies	195.21	83.33	-111.88	-134.2	890.34	749.97	-140.37	-18.72	1,000.00
6920-0000 Telephone & Cable - Offi	423.15	425.00	1.85	0.44	3,822.79	3,825.00	2.21	0.06	5,100.00
TOTAL OFFICE EXPENSES	638.36	541.66	-96.70	-17.85	4,806.42	4,874.94	68.52	1.41	6,500.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	0.00	375.00	375.00	100.0	4,529.02	3,375.00	-1,154.02	-34.19	4,500.00
6975-0000 Council Expenses - Adm	2,200.71	241.67	-1,959.04	-810.6	3,386.81	2,175.03	-1,211.78	-55.71	2,900.00
6980-0000 Legal Expenses	125.00	83.33	-41.67	-50.01	240.39	749.97	509.58	67.95	1,000.00
6984-0000 Postage and Printing	1,421.71	1,416.67	-5.04	-0.36	13,651.79	12,750.03	-901.76	-7.07	17,000.00
6990-0000 Insurance Premiums	23,100.08	23,045.92	-54.16	-0.24	207,900.72	207,413.28	-487.44	-0.24	276,551.00
6992-0000 Insurance Carrying Char	599.17	599.17	0.00	0.00	5,392.53	5,392.53	0.00	0.00	7,190.00
7000-0000 Management Fees	5,785.74	5,785.75	0.01	0.00	52,071.66	52,071.75	0.09	0.00	69,429.00
7010-0000 Property Taxes - Admin.	0.00	37.50	37.50	100.0	325.00	337.50	12.50	3.70	450.00
7020-0000 Security - Admin.	748.13	2,333.33	1,585.20	67.94	16,936.46	20,999.97	4,063.51	19.35	28,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	90.00	112.50	22.50	20.00	150.00
7030-0000 Strata Web Site	0.00	37.50	37.50	100.0	181.83	337.50	155.67	46.12	450.00
7050-0000 Miscellaneous	0.00	0.00	0.00	0	34.76	0.00	-34.76	0	0.00
7051-0000 Statutory Financial Revi	0.00	16.67	16.67	100.0	176.40	150.03	-26.37	-17.58	200.00
TOTAL ADMINISTRATION EXPENSE	33,990.54	33,985.01	-5.53	-0.02	304,917.37	305,865.09	947.72	0.31	407,820.00
TOTAL COMMON EXPENSES	66,251.90	73,076.66	6,824.76	9.34	630,699.98	657,689.94	26,989.96	4.10	876,920.00
TOTAL EXPENSES	118,562.31	95,701.16	-22,861.15	-23.89	858,923.91	861,310.44	2,386.53	0.28	1,148,414.00
NET INCOME (LOSS)	-22,231.97	0.01	-22,231.98	-222.3	8,812.29	0.09	8,812.20	9,791,	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	9,859.00	9,859.00	0.00	0.00	88,731.00	88,731.00	0.00	0.00	118,308.00
9262-0000 Utilities Interest Income	52.82	0.00	52.82	0	364.26	0.00	364.26	0	0.00

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

AS OF THE 9TH MONTH ENDING NOVEMBER 30, 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>
9264-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	13,873.74	13,874.00	-0.26	0.00	13,874.00
Total Apartment Utilities	9,911.82	9,859.00	52.82	0.54	102,969.00	102,605.00	364.00	0.35	132,182.00
UTILITY EXPENSES									
Gas									
9360-0000 Electricity Kens & Mayfai	2,282.00	2,416.67	134.67	5.57	20,538.00	21,750.03	1,212.03	5.57	29,000.00
9365-0000 Electricity Windsor	1,448.00	1,583.33	135.33	8.55	13,032.00	14,249.97	1,217.97	8.55	19,000.00
Total Electricity - Apart.	3,730.00	4,000.00	270.00	6.75	33,570.00	36,000.00	2,430.00	6.75	48,000.00
Gas - Apartments									
9410-0000 Gas - Mayfair	1,903.59	1,664.75	-238.84	-14.35	13,277.18	14,982.75	1,705.57	11.38	19,977.00
9420-0000 Gas - Kensington	3,062.14	2,587.75	-474.39	-18.33	20,482.71	23,289.75	2,807.04	12.05	31,053.00
9430-0000 Gas - Windsor	3,394.31	2,762.67	-631.64	-22.86	21,445.12	24,864.03	3,418.91	13.75	33,152.00
Total Gas - Apartment	8,360.04	7,015.17	-1,344.87	-19.17	55,205.01	63,136.53	7,931.52	12.56	84,182.00
TOTAL UTILITIES - APARTMENT	12,090.04	11,015.17	-1,074.87	-9.76	88,775.01	99,136.53	10,361.52	10.45	132,182.00
NET INCOME (LOSS) UTILITIES	-2,178.22	-1,156.17	-1,022.05	-88.40	14,193.99	3,468.47	10,725.52	309.2	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	5,120.00	5,120.00	0.00	0.00	46,080.00	46,080.00	0.00	0.00	61,440.00
9700-0000 Water - Townhouses	7,488.00	7,488.00	0.00	0.00	67,392.00	67,392.00	0.00	0.00	89,856.00
9725-0000 Water - Interest Income	179.41	0.00	179.41	0	1,348.70	0.00	1,348.70	0	0.00
9745-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	26,539.65	26,540.00	-0.35	0.00	26,540.00
TOTAL WATER INCOME	12,787.41	12,608.00	179.41	1.42	141,360.35	140,012.00	1,348.35	0.96	177,836.00
WATER EXPENSE									
9850-0000 Water Usage	14,819.67	14,819.67	0.00	0.00	129,683.03	133,377.03	3,694.00	2.77	177,836.00
TOTAL WATER	14,819.67	14,819.67	0.00	0.00	129,683.03	133,377.03	3,694.00	2.77	177,836.00
NET INCOME (LOSS) WATER	-2,032.26	-2,211.67	179.41	8.11	11,677.32	6,634.97	5,042.35	76.00	0.00



CHELSEA GARDENS EMERGENCY PREPAREDNESS

January 2020

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

The Emergency Response Program Leadership Team

This team develops and plans the training and exercises to respond to emergencies like an earthquake or other major disaster on behalf of the residents of Chelsea Gardens.

The Leadership Team is led by Doug McLeod and consists of Barb Parker, Bob Hyde, Ed Brennan, Jack De Vries and Jim Parker. (We are seeking at least one more volunteer to serve with us on this team.)The seven teams we mentor and direct are: Care and Shelter, Communication and Transportation, Damage Assessment/Search and Rescue, First Aid, Personal Preparedness, Pet Care and Utilities and Fire Suppression. Each team, including the Leadership Team, has responsibilities both for planning in advance of an emergency and for responding to an emergency.

Our monthly meetings deal with preparing and managing an annual budget, ordering and storing supplies for emergencies, developing and planning the programs, training and exercises, and providing a liaison between the teams. During a training exercise, just as in a real emergency, the Leadership Team must :

designate primary and secondary locations for the Incident Command Post

set up the command centre

register and assign all response team members

emphasize the personal safety of all responders

direct the response teams

record all incoming information

review the actions after the emergency

develop and implement program improvements



CHELSEA GARDENS EMERGENCY PREPAREDNESS

January 2020

After completing one full scale practice exercise in May 2019 members of the Command Team had varied but positive reactions to the exercise.

It was our first full scale drill and as the Incident Command Team Leader I relied heavily on the processes that we had developed over the last year. The volunteers on all the teams were committed to handling the incidents so that everyone was taken care of from start to finish.

As one of the Leadership team, I was acting as Operations Chief and coordinating the Damage Assessment/Search and Rescue Team with the Utilities and Fire Suppression Team as they worked to minimize potential damage and protect the residents. The quality and commitment of all the volunteers show the caring nature of the people in the Chelsea Gardens community.

Amateur Radio Operator Needed

Have you ever considered becoming a "Ham Radio" operator? Perhaps you had some experience using this type of equipment earlier in your life? The Emergency Response Program at Chelsea Gardens could use your help. If you are interested training could be provided at no cost to you. Please contact Doug McLeod for further information.

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

Summary of Chelsea Gardens' Social Committee Meeting
January 8, 2020

The Meeting started with a review of the events which we held and assisted with in December. Many thanks to all who helped, with these activities.

We then discussed our events coming up in the next month. We planned a pizza night with a cash bar, for January 10, and a Taste of Asia Night for Friday, 24th with a cash bar. This was moved from its original proposed date.

We decided to do a pool for Superbowl, with tickets sold on Jan 24 and 29th, but no planned event. Anyone who wishes to can watch the game in the Clubhouse, and bring food to share, is always welcome to do so.

February 14th will be a cash bar, with a beef dip and salad meal. Tickets will be presold on Feb. 5, 7, and 12.

There will be a pancake Dinner on Shrove Tuesday, February 25th, with tickets on sale Feb. 14, 19, and 21st.

We then discussed spending options, with several proposals for Clubhouse improvements. Committees were formed to get additional information. Money was approved to build lockable storage plus a table, to accommodate music supplies and sound equipment, as well as a solution to the sound for the TV in the pub.

OWNER/OCCUPANT INFORMATION & EMERGENCY CONTACT/INFORMATION FORM

Strata Plan #/Name: _____ Unit #: _____

Name of Owner(s): _____

Home Phone#: _____ Work# _____ Cell Phone# _____

Name of Occupant(s) (if different): _____

Home Phone#: _____ Work# _____ Cell Phone# _____

Note: Phone numbers may be shared with the council or public authorities upon their request, unless otherwise indicated.

E-Mail: _____

Pets: No Yes If yes, how many: _____ Complete information on reverse of sheet

Monitored Security System: No Yes Security Company Name: _____ Tel. No.: _____

Storage Locker #(s): _____ Parking Stall #(s): _____ Fob#: _____ Fob#: _____

Make of Vehicle(1): _____ Colour: _____ Licence Plate #: _____

Make of Vehicle(2): _____ Colour: _____ Licence Plate #: _____

EMERGENCY INFORMATION

Emergency Contact #1: _____ Tel. No.(H): _____ Cell: _____

Address: _____

Emergency Contact #2: _____ Tel. No.(H): _____ Cell: _____

Address: _____

Neighbour with Key (1): _____ Unit #: _____ Tel. No.(H): _____ Cell: _____

Neighbour with Key (2): _____ Unit #: _____ Tel. No.(H): _____ Cell: _____

FOR ALL OCCUPANTS IN SUITE:

Name: _____ Name: _____

Walker: No Yes Walker: No Yes

Wheelchair: No Yes Wheelchair: No Yes

Electric Scooter: No Yes Electric Scooter: No Yes

Dementia: No Yes Dementia: No Yes

Hearing Aids: No Yes Hearing Aids: No Yes

Sight Limitations: No Yes Sight Limitations: No Yes

Need Assistance to exit building: No Yes Need Assistance to exit building: No Yes

Difficulty Speaking or Understanding English: No Yes Difficulty Speaking or Understanding English: No Yes

Special equipment (oxygen, crutches, braces, etc.): _____

(Attach separate sheet for additional occupants)

ALL INFORMATION KEPT IN STRICT CONFIDENCE

Chelsea Gardens Emergency Preparedness Pet Team

PET Emergency Preparedness Form

Please fill out this side completely as it will be photocopied & used by the Pet Team.

Unit # _____ Townhouse _____ Mayfair _____ Kensington _____ Windsor _____

Owner's Name(s): _____

Phone Numbers: Home (Landline): _____

Cell #1 _____ Cell #2 _____

Dog(s) Name: 1. _____ Male/Female 2. _____ Male/Female

Breed/Colour _____ Breed/Colour _____

Cat(s) Name: 1. _____ Male/Female 2. _____ Male/Female

Breed/Colour _____ Breed/Colour _____

Other Type of Pet: _____

Identification/Licence Tag(s): _____

Veterinary Clinic /Vet's Name & Phone Number: _____

Location of Crate/Carrier/Pet Emergency Kit: _____

Special Considerations for Emergency Situations: (blind, deaf, diabetic, diet restrictions, important medications, aggression, handling instructions, etc).

*To be prepared, it is a good idea to have a portable crate/carrier & a pet emergency kit ready and stored visibly near your exit door. Information about "Pet Emergency Preparedness" is available at the Chelsea Gardens Office.

FOR PET TEAM USE:
Date Completed: _____ Updated: _____ Last Contact: _____

OWNER/OCCUPANT INFORMATION & EMERGENCY CONTACT/INFORMATION FORM

Strata Plan #/Name: _____ Unit #: _____

Name of Owner(s): _____

Home Phone#: _____ Work# _____ Cell Phone# _____

Name of Occupant(s) (if different): _____

Home Phone#: _____ Work# _____ Cell Phone# _____

Note: Phone numbers may be shared with the council or public authorities upon their request, unless otherwise indicated.

E-Mail: _____

Pets: No Yes If yes, how many: _____ Complete information on reverse of sheet

Monitored Security System: No Yes Security Company Name: _____ Tel. No.: _____

Storage Locker #(s): _____ Parking Stall #(s): _____ Fob#: _____ Fob#: _____

Make of Vehicle(1): _____ Colour: _____ Licence Plate #: _____

Make of Vehicle(2): _____ Colour: _____ Licence Plate #: _____

EMERGENCY INFORMATION

Emergency Contact #1: _____ Tel. No.(H): _____ Cell: _____

Address: _____

Emergency Contact #2: _____ Tel. No.(H): _____ Cell: _____

Address: _____

Neighbour with Key (1): _____ Unit #: _____ Tel. No.(H): _____ Cell: _____

Neighbour with Key (2): _____ Unit #: _____ Tel. No.(H): _____ Cell: _____

FOR ALL OCCUPANTS IN SUITE:

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Hearing Aids: No Yes Hearing Aids: No Yes

Sight Limitations: No Yes Sight Limitations: No Yes

Need Assistance to exit building: No Yes Need Assistance to exit building: No Yes

Difficulty Speaking or Understanding English: No Yes Difficulty Speaking or Understanding English: No Yes

Special equipment (oxygen, crutches, braces, etc.): _____

(Attach separate sheet for additional occupants)

ALL INFORMATION KEPT IN STRICT CONFIDENCE

CHELSEA GARDENS

LMS1416

VISITOR PARKING PASS

UNIT # _____

PHONE # _____

PARKING PASSES MUST BE DISPLAYED ON THE DASH AND
VISIBLE FROM THE EXTERIOR

- Visitor parking is for visitors only
- NOT valid for residents
- An owner, occupant, tenant or visitor shall not park, or allow to be parked, any vehicle in any area designated or marked as a "Fire Lane" unless they are a service vehicle or loading or unloading an RV.
- Vehicles shall not be backed into townhouse visitor parking stalls.
- Vehicles cannot park in any parking stall where the vehicle extends past the apron in a townhouse driveway and past the painted lines in the apartment parkades or townhouse visitor parking locations.
- Any guest planning to utilize the visitor parking for more than 48 hours and up to seven days shall notify the Caretaker. The maximum permitted parking by a visitor shall be no longer than seven days in any ninety day period without council permission.

CHELSEA GARDENS

LMS1416

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CHELSEA GARDENS

LMS1416

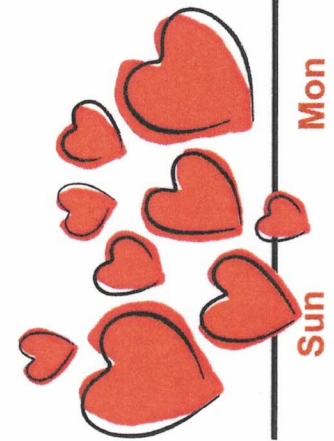
VISITOR PARKING PASS

UNIT # _____

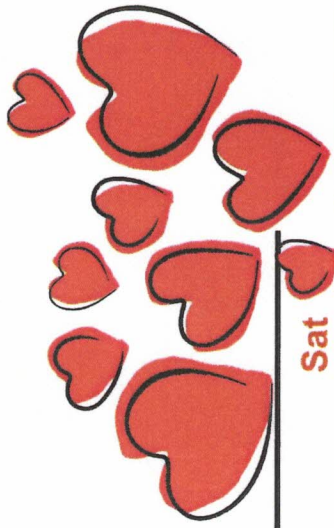
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February 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

FEBRUARY SPECIAL EVENTS
at a glance

- February 14 - Cash Bar Pub Night 5:00 pm—7:00 pm
Beef Dip Dinner 6:00 pm
- February 16 - Movie Night 7:00pm
- February 21 - Sing-Along 5:00pm
- February 25 - Shrove Tuesday Pancake Dinner Dinner: 5:30

EXERCISES
Fireside Room

- Monday & Thursday - Weights & Bands 9:00am
- Monday & Thursday - Walk Away the Pounds 9:30
- Tuesday & Fridays - Osteo 9:00 am

Valentine's Day is for Everyone
It's a cash bar pub night so leave your bottle at home. You can buy tickets for a delicious dinner of BEEF DIP with all the fixings. Ticket sales begin on Feb 5th during Coffee Wednesday starting at 9:30 am.
See posters for further details

Shrove Tuesday Pancake Dinner
This tradition is hundreds of years old. Today the pancake dinner is enjoyed by everyone. Come and enjoy a scrumptious meal of pancakes and more.
Ticket sales begin on Friday, February 14th at 4:30 pm.
See posters for further details



Movie Night
7:00 pm