

CHELSEA GARDENS - LMS 1416

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

COUNCIL MEETING MINUTES –TUESDAY, SEPTEMBER 22, 2020 1:00 PM FIRESIDE ROOM

STRATA COUNCIL - 2020/2021

PRESIDENT

Bill Zemianski – TH-329

VICE-PRESIDENT

Murray Hill – K406

SECRETARY

Victor Monasch- T153

TREASURER

Anita Thompson – W325

COUNCIL MEMBERS AT LARGE

Ashley Orton – T243

Norm Reid – T302

Bob Hyde – T102

COMMITTEE ASSIGNMENTS

Murray – Townhouses, Irrigation

Bill – Clubhouse, Social Liaison, Bylaws, Executive

Anita – Minutes, Executive

Victor – Executive, Finance, Bring Forward, RV Committee

Ashley – Security, Volunteers, Ponds & Fountains, Privacy Officer, Website

Norm – Apartments, Irrigation

Bob - Landscaping

CLUBHOUSE OFFICE

Valerie Morris

Closed until further notice...please phone the cell.

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

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:

Bob Hyde
Anita Thompson
Ashley Orton
Murray Hill
Norm Reid
Victor Monasch
Bill Zemianski

REGRETS

Ross Ruddick, Senior Strata Manager

(1) CALL TO ORDER

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

(2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED** and **SECONDED** to adopt the minutes of the August 18, 2020 meeting. **CARRIED**

(3) CARETAKER REPORT SEPTEMBER 2020

This is the year that many of us would like to forget and like so many, my personal plans have had to change and with any luck I will get to see my son and family soon.

I have been asked about Fireside and Room rentals and for the time being these bookings are still not available. With the increase in the number of people infected it is unlikely that we will not see any opening soon and it also the reason that anyone using the current facilities other than the pool must sign in. Records and the number of people must be kept in order to do a proper tracking should an outbreak occur at Chelsea. This includes all users of Library, Pub, Hot tub, exercise room, and for the few groups that have been given permission to use the Fireside room for meetings keeping social distancing in mind.

Wasps seem to have appeared everywhere so please be cautious when dealing with them. There are sprays available in the office but if the infestation becomes too great the pest control company will be called.

There are a few cans of paint left for those that would like to do

some lattice painting once plants have finished for the season but it looks like our painting season is coming to a close soon and just to give an example of how much has been done in this year when everyone is home, 80 gallons were used for trims, lattice and columns. Jeff has been busy repairing damage to Town homes and will continue to do so. There have been some requests regarding the spindles but wood rot to the framework has taken a priority. The rest has not been forgotten but has been put on hold for a short while with replacement on the back sides of the town houses to be done in powder coated aluminum railings. An example can be seen from the walkway between Club house and the outer row of townhouses heading east.

This next part is something that everyone needs to make sure is accurate. We are discovering many phone numbers that have been changed and not registered with the office. This is extremely important when it comes to us calling yourselves personally, updating emergency contacts and making sure that all residents are listed with the office. That also includes those that are temporarily living in a unit for a period longer than one month. Those that are selling their units must also let the office know how many FOB's are being handed over. The current policy is to de-activate any FOB's that are not re-registered by a new owner. We are working on fine tuning this so as to better track FOB's.

Kensington is once again being put together and now it's up to the owner insurance companies to do the final repairs in each suite. Owners are free to return once their units are completed by their restoration companies.

Mayfair has had a new pressure reducing valve put in to properly step down the water pressure to around 70 PSI. Hot Water tank in the Windsor was replaced after it let go and shorted out the electrical. Response from the fire alarms in both Kensington and Windsor went as it should without a hiccup. In the Windsor one of the AC units has a defect and is still under warranty with replacement to happen within the next few weeks. There are still some units in the condo's ground level that have a shut off valve for outside garden hoses we have not been able to locate. It will take some time but they will be found.

The pool will be kept open for a while longer and is kept at 86 degrees. I would once again remind everyone that lotions and oils and in particular sunscreen should be washed off before entering the water.

We finally have the corner water feature up and running again at the front entrance and are looking into a system to clean the sludge from bottom of the ponds and fountains.

Take care everyone and stay safe. John

(4) FINANCIAL REPORT

The Treasurer reviewed the Financial Statements for the month of August, 2020 with Council. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads Management. **CARRIED**

The Strata Manager also reported on the arrears which are minimal.

The Treasurer had been asked by some owners to explain the financials and what you should be looking at. There are three columns that are the most important and they are: **YTD Actual**, which is what we have spent so far, **YTD Budget**, is what we have budgeted for and **Annual, the last column** which is the budget amount. I hope this will clear the confusion up for some owners.

The Strata Council and Ross Ruddick would like to thank the owners for their cooperation in the collection of the levies. Reminder, the second payment is due October 15, 2020. Most of you have already given us permission to take it out, but others who have paid by cheque, please send the

second payment to CrossRoads Management. We are trying to keep costs down so if we have to send another letter, it costs us and our printing costs are very high as it is.

(5) **BUSINESS ARISING FROM THE MINUTES**

- a. **CRT / HRT – status** – The Strata Manager provided Council with an update of these two on-going actions. The Council also reviewed a proposal for a study relating to the HRT action and it was **MOVED** and **SECONDED** to proceed with this quotation. **CARRIED**
- b. **Invoice Adjustments – Blue Mtn.** – There has been no reply from Blue Mountain to the response prepared by Ashley and Victor regarding unnecessary work that should not have been invoiced.
- c. **Thermal Imaging Scan** – A second electrical contractor is preparing a quotation.
- d. **Group Pricing for Hot Water Tanks** – Westech Plumbing is still preparing a quotation for a bulk purchase of hot water tanks for the townhouses. Although not an expense of the strata corporation, this is designed to reduce costs to townhouse owners.
- e. **Kensington Flood** – The Strata Manager provided the Council with an update of the restoration work being done. At this point, Phoenix Restorations (the restoration company brought in by the Strata Corporation) has completed all of the emergency scope of work. The emergency scope, in an incident such as this, involves stopping further water damage, drying out impacted areas, using dehumidifiers and blowers, restoring fire wall separations where drywall needed to be cut out. They have done this work in all the common areas as well as the individual suites and this will be at the expense of the Strata Corporation unless there can be subrogation to one or more of the contractors. Now that the emergency scope has been completed, the strata corporation has no issues with owners returning to their individual suites and each owner should be working with their insurance company to accelerate final repairs in their suites. Those final repairs are at the expense of the owner and/or their insurance company. In terms of the final repairs to the common areas, Phoenix Restorations will be providing a quotation and scope of work and, depending on that cost, the Strata Corporation may seek additional quotations. The Strata Council does wish to ensure that any final repairs do not interfere with owners during the month of December and the Christmas season.
- f. **Water Detection Alarm + Telus New Program** – Both the Strata Managers participated in a teleconference presentation from Telus on the Monday prior to the Council meeting. Telus is introducing a comprehensive and integrated solutions program regarding water damage prevention and home security options. Although integrated, it is also available a la carte. Telus will be following up with pricing quotations. Bob Hyde also provided Council information about a unit made by Moen that is available at Home Depot.

(6) **CORRESPONDENCE**

Council received multiple requests from various clubs/user groups seeking access to common areas and/or facilities. The Strata Council remains concerned about adequate personal separation between participants and proper disinfecting between uses and, in a series of motions, voted to table these requests for reconsideration at the next Council meeting. It was **MOVED** and **SECONDED** to deny the following requests and table them for reconsideration at the next meeting. **CARRIED**

- a) Walk away exercise group.
- b) The Dance group.
- c) Morning exercise group.
- d) Oseto Fit exercise classes.
- e) Poker table in upper card room.
- f) Exercise group requesting Windsor visitor parking stalls.

Other correspondence

- An owner wrote to request the Writing Group, The Scribbles be put back on the schedule for this month, 3rd Wednesday at 10:30-Noon. – It was **MOVED/SECONDED** to approve this with the following conditions: location is the library, six people maximum, clean all surfaces before and after, maintain social distancing and masks are recommended. **CARRIED**
- An owner wrote to request an alteration agreement to expand their patio. This was denied as the proposal is contrary to the existing bylaw. The Strata Manager will inform that owner and ask that they re-submit with the proper specifications.
- The Strata Manager was asked to check on whether a townhouse unit did receive alteration approval.
- It was noted that we are risking accidents in the way some people are exiting the various underground parkades. Please ensure that, when exiting, no one is entering and coming down the ramp. The mirrors are in place for that purpose.
- An Owner complained of excessive noise from a neighbouring unit. The Strata Manager will advise that owner to contact Norm or Murray to verify the noise level.
- An Owner wrote with concerns of cigarette butts by storage locker B. The Council agrees that this should not be happening and it was **MOVED** and **SECONDED** to pass a new rule to read as follows: “there is to be no smoking of any kind in any interior common property area including the underground parkade” **CARRIED**
- The Bible Study Group requested and received an additional 30 minutes for their meetings.
- An Owner complained of another resident allowing their dog to relieve themselves on common property without cleaning it up. A letter will be sent to that owner. It was also noted that there are a number of owners who do allow their dogs to urinate in the recently renovated garden & park bench area in front of the Kensington. Pet owners are asked to be courteous and not have dogs do their business in these social gathering areas.
- An Owner responded to a warning letter regarding guests speeding on common property. The owner apologized and noted that they will address the concerns with their visitors.
- An Owner requested an extension to Council’s approval to have an under-aged grandchild remain on the premises. The Council decided to grant an extension to the end of December but noted that there will be no further extensions.
- An email was sent suggesting that some work related to an owner should be a chargeback. Murray will investigate.
- An unsigned note asked that the pool balls be washed periodically. Council notes that this responsibility lies with the pool players.

(7) COMMITTEE REPORTS

▪ APARTMENTS – NORM

- The air-conditioning in the Windsor and the Mayfair have been fixed. The parking gate in the Windsor has also been fixed. The Kensington is ongoing.

▪ TOWNHOUSES – MURRAY

- 26 garage doors have been ordered with a delivery of approximately 6 weeks.
- Tru-Level will be contacted this week to come to Chelsea and give us a quote on driveway, walkway, and/or patio repairs.
- Work is ongoing with rot repairs (Jeff has discovered lots of severe rot)
- Did an inspection of one unit as she had her floors in the living room, bathroom, kitchen, family room done with laminate, and vinyl, and had the proper underlay installed with it.
- Irrigation is going to be day-by-day as to when we shut it down and blow out the system for the winter.
- Had Charlie install new locks on a townhouse window, 2 locks and labour is about \$55. This repair can be done much cheaper than new windows.

▪ CLUBHOUSE - BILL

- Clubhouse cleaners – Several cleaning companies have quoted but there is one additional firm yet to come and quote. Bill will send out the quote to Council along with his recommendations and ask for an email vote.
- We are slowly opening the clubhouse. We are following the provincial guidelines as given by Bonnie Henry.
- Presently the following areas are open: the pool, spa, mail room and washrooms across from the spa, as well as the exercise room, workshop, pool room, and library.
- The following groups can participate in their activities: Bible Study, Social Committee, Arts and Crafts, Emergency Prep, Water exercises in the pool and on the pool deck.
- As there are different activities and meetings, there are stipulations for the various activities and rooms. **PLEASE FOLLOW** the rules.
- If you have a group that wishes to use the club house, please forward a request to Crossroads and Strata Council will decide.
- The guest suites will remain closed until further notice. We are working on getting a cleaning company to start cleaning, hopefully in the next week.
- As you probably noticed, in the clubhouse, the lobby has been painted and new furniture of four chairs and two pictures have been hung. A big thank you to the Social committee and a few handy men.

▪ SAFETY AND SECURITY - ASHLEY

- Backups of all FOB / EnterPhone / Office PC data sent to CrossRoads & Zenon as 2 off-site backups.
- RV break-in noticed on the 15th. Fence cut in 2 places. We patched the holes in the fence using 4 4 x 8 plywood sheets. To be determined what steps to be taken to safeguard the lot in the future.
- Awaiting response from Blue Mountain to the rebuttal letter sent by Ashley and Victor.
- Ashley discussed the keys situation with John and Val and have come up with a preliminary plan.
- Barry and Ashley worked on the Man-Gate between the Mayfair and Kensington. They shimmed the gate so that the latch sufficiently moved forward to latch securely. They

lubricated the latch and striker plate as both were sticking and not closing properly. As noted in an email sent, these fixes are stop-gap. At minimum, the latch and striker plate should be replaced; long-term, the gate itself should be replaced. The striker has now been replaced with a new one with Zenon's assistance. Thanks to Barry and Zenon.

▪ SECURITY RELATING TO KEYS - ASHLEY

Bill requested John and Ashley to come up with a plan to improve our key situation. The issue:

- Contractor key sets not being returned
- Too many residents and vendors having keys to the Electrical rooms, which is the same as the irrigation rooms and items have gone missing.
- No proper control procedure for handling out keys temporarily and assuring they are returned.

Our suggested solutions:

- We disable all FOBs for contractor key sets that have not been returned (mostly done now). We, through John, will inform all contractors requiring such keys that payment will be withheld until keys are returned. Keys are only handed out by John or Val when they are here. Security officer does this function when they are not available or the Strata Council President.
- Keys handed out are recorded on the PC with the: who, when, date returned – the sheet on the key box honour system does not work.
- The key box is made more secure. The key to the cabinet will be kept by John, Val, Security officer and the Strata Council President as a backup. Keys are dispensed as singles instead of the multiple keys on one ring.
- Electrical room key and Irrigation room key should be rekeyed, possibly as 2 separate keys (up to the Irrigation group).
- We record (as accurately as possible who has what keys).

Before the Electrical & Irrigation rooms are rekeyed, we need to remove the need for other groups to use these rooms for storage or otherwise.

The Emergency Group needs to be consulted about the storage of their Walkie-talkies and possibly have their key members each keep a unit. This also means that they have them available immediately should an emergency arise. The emergency group also has several boxes in the chemical room at the Clubhouse. If it cannot be housed in their container in the RV lot, they should look at a lockable box (from Costco?) that they can use.

The Fish pond items should also be housed in an outside, lockable box (I have had most of the pond stuff moved to John's storage already, only the makeshift vacuum, Hip Waders and food remain).

- We should also have a separate lock box for resident's keys stored at the office for emergency purposes.

LANDSCAPING - BOB

- With the arrival of Fall, the landscaping crew will be getting busy with leaf removal. Starting October, mowing will be done on alternate weeks. **It would be helpful for the mowing crew if on Mondays, garbage and recycling containers were placed at least a foot away from any grass.**
- Residents are reminded that if they are doing pruning, cuttings should be placed in a paper bag and placed by the roadway to be picked up by the crew for drop off at the composting facility. There should be no lumber or non-compostable products included (e.g., plastic plant pots).
- Tree roots potentially damaging unit foundations. The Strata Manager will arrange for our arborist to attend and assess these trees for removal.

▪ **SOCIAL COMMITTEE – BILL**

Summary of Chelsea Gardens' Social Committee Meeting September 2, 2020.

- Carol is hoping to produce a Newsletter around mid-October and would welcome contributions.
- The lobby refurbishing is ongoing. The painting is finished, and the chairs have arrived, but we are still working on the tables.
- Plans have been completed for the food Truck visit, and we hope that enough people have heard about this.
- We would like to hand out candy at the gate for Halloween and we talked about ways to do this. Further discussion will take place at our next meeting when we should have more idea what the situation will be.
- We will look at producing a social calendar again in October.
- We are open to suggestions for safe activities, that will fit the COVID protocols.
- Most of our Christmas planning is on hold at this point.
- Due to the Covid-19 virus, the Social Committee events have been put on hold.
- We have all enjoyed the many events that the Social Committee have put on over the years. Since March, the Residents of Chelsea Gardens have been somewhat housebound. Under inspired leadership, the Social Committee came up with the idea of a Food Truck event, for Sunday, September 6th. This was the first time that we had such an event. Yes, the Wings Food Truck ran out of some food, that's because it was such a huge success. It was nice to see so many people out for the event. Many, we had not seen for some time. We had a 50-50 draw and we raised \$882.00 and the lucky winner was Don McKenzie who took home \$441.00.
- I understand that the Social Committee are working on a few more events for this fall.
- From the Strata Council, a big, big thank you to the members of the Social Committee.

▪ **ADMINISTRATION**

- I have been working with Val and Anita to update our lists on RV Parking, Apartment Parking, and Vendors. Several minor updates to the system I designed on the Office PC to allow Val and John to maintain the databases. The Caretakers Timesheet is also incorporated into the system. Each caretaker can only update their times.
- Ashley is building a maintenance document library – Ashley provided an example of a document that could be part of an overall maintenance library for all areas of the Strata Corporations responsibilities.

▪ **PONDS AND FOUNTAINS - ASHLEY**

- Volunteers (Jack, Ron, myself) have been cleaning the pond and streams with our makeshift vacuum. I have included information regarding the proposed purchase of a proper pond/fountain vacuum. Ashley has started some documentation for the fountains. It was **MOVED** and **SECONDED** to approve the purchase of a new pool vacuum.
CARRIED

▪ **EMERGENCY PREPAREDNESS** – See August Report attached to these minutes.

▪ **RV LOT** – Victor will be the new liaison to the RV Committee.

(8) NEW BUSINESS

- a) Bylaws Registered – The Strata Manager noted that the amended bylaws have been registered with the Land Titles Office. The bylaws are available on the Chelsea Today website as are the consolidated rules.
- b) Fireplace cleaning – There were a large number of owners who signed up for fireplace cleaning and this work is ongoing. Owners may be eligible for a \$25.00 rebate from Fortis and the contractor's receipt has a LGA number on it and that is all you need. While it should not be necessary, if apartment owners have Fortis request the account number, please contact CrossRoads.
- c) Flu shots – Due to concerns about the inability to properly sanitize between flu shot participants, Somerset Pharmacy will not be able to offer on-site flu shots this year. We have attached a notice from them and do note that there are other options available. Flu shots are highly recommended and, even more so in 2020.
- c) Owner's Manual – Council members were given a draft copy of this manual to proof-read and review and let Crossroads know of any changes no later than October 20 prior to printing.
- f) Gutter Cleaning Quote – It was **MOVED** and **SECONDED** to approve the quotation from Bogey's Building Maintenance for hand and bucket gutter cleaning. **CARRIED**
- g) Dryer Cleaning quote – Tabled until the 2021 fiscal year.
- h) October junk disposal – The Council asked the Strata Manager to make arrangements for two disposal bins (one small and one large) to be brought in for a fall junk removal. This will not be a Trash or Treasure format, just the opportunity for owners to dispose of junk. The Council wants the duration to be Wednesday to Friday and they will have the front gate closed for those days as there were too many outsiders last year.

(9) ADJOURNMENT

- The meeting was adjourned at 3:54 PM. The next Council meeting is Tuesday, October 20, 2020 – 1:00 PM – Fireside Room

Ross Ruddick, Jesse Train, Strata Managers – 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 after hours 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.***

Chelsea Gardens residents who have returned from the U.S. or elsewhere in the world are, as part of the Government's requirement to self-isolate for 14 days excluded for access to the clubhouse or apartments mailroom/mailboxes. Please arrange for someone else to collect your mail.

COVID – 19 GUIDELINES

- ✚ Wash your hands frequently.
- ✚ Stay away from crowded spaces.
- ✚ Avoid touching your eyes, nose and mouth.
- ✚ Cover your cough either with a tissue or into your elbow.
- ✚ Stay at home as much as possible.
- ✚ Avoid public transportation if possible.
- ✚ Practice social distancing of at least 2 meters or 6 feet.
- ✚ Wear a mask, covering your nose and mouth, when out in public.
- ✚ Use gloves or keys when touching commonly used surfaces or items such as elevator buttons, door handles, etc.
- ✚ If you believe you are developing symptoms call 8-1-1 and do not go to a hospital unless directed to do so.
- ✚ Slowly expand your “bubble” of friends or family and try to limit gatherings to six to eight people.
- ✚ Wipe down surfaces with disinfectant or Lysol wipes. Dispose of these in the garbage and not down toilets.
- ✚ Stay current with safety information by watching the updates from Dr. Bonnie Henry.
- ✚ If hosting a driveway or backyard party, maintain six-foot distancing and do not have shared food or snacks.

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
August 2020
AS OF THE 6TH MONTH ENDING AUGUST 31, 2020

Page 1
09/16/2020
10:17 AM

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	772,213.04
1038-1249 WSCU GIC - 1.85% - Jul.26/21	300,000.00
1038-1260 WSCU GIC - 1.85% - Aug.22/21	500,000.00
1038-1261 WSCU GIC - 1.85% - Aug.22/21	500,000.00
1038-1264 WSCU GIC - 1.85% - Sep.1/21	300,000.00
1106-0000 Insurance Claim Receivable	1,146.65
1109-0000 Due to Contingency from Operating	23,166.68
1109-0100 Due to CRF from Operating-Insurance	<u>429,726.52</u>

TOTAL ASSETS

2,826,252.89

LIABILITIES

2012-2500 Accrued Expenses	<u>154,698.07</u>
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TOTAL LIABILITIES

154,698.07

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	2,450,185.52
3510-0000 Net Income - Current Year	<u>221,369.30</u>

TOTAL OWNERS' EQUITY

2,671,554.82

TOTAL LIABILITIES AND EQUITY

2,826,252.89

Date: sep. 16/2020
Accountant: [Signature]
Property Manager: [Signature] -10-

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
August 2020
AS OF THE 6TH MONTH ENDING AUGUST 31, 2020

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
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Phone: 778-578-4445,

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-5000 Strata Fees - Apartment	12,749.50	12,749.50	0.00	0.00	76,497.00	76,497.00	0.00	0.00	152,994.00
4010-6000 Strata Fees - Townhome	27,738.08	27,738.08	0.00	0.00	166,428.48	166,428.48	0.00	0.00	332,857.00
TOTAL	40,487.58	40,487.58	0.00	0.00	242,925.48	242,925.48	0.00	0.00	485,851.00
4031-0000 Interest Income	631.89	0.00	631.89	0	21,683.80	0.00	21,683.80	0	0.00
4031-6000 Interest Income- Insur. L	833.33	833.33	0.00	0.00	5,000.02	4,999.98	0.04	0.00	10,000.00
TOTAL	1,465.22	833.33	631.89	75.83	26,683.82	4,999.98	21,683.84	433.6	10,000.00
TOTAL INCOME	41,952.80	41,320.91	631.89	1.53	269,609.30	247,925.46	21,683.84	8.75	495,851.00
6276-2020 Kensington Interior Impr	0.00	21,187.50	21,187.50	100.0	0.00	42,375.00	42,375.00	100.0	169,500.00
TOTAL EXPS. BEFORE UTILITIES	0.00	21,187.50	21,187.50	100.0	0.00	42,375.00	42,375.00	100.0	169,500.00
TOWNHOUSE EXPENSES									
6342-2020 2020 Townhouse Envelo	12,896.12	6,666.67	-6,229.45	-93.44	35,965.50	40,000.02	4,034.52	10.09	80,000.00
6344-2020 Garage Doors	1,932.00	3,750.00	1,818.00	48.48	1,932.00	7,500.00	5,568.00	74.24	30,000.00
TOTAL OPERATING EXPS. - T.H.	14,828.12	10,416.67	-4,411.45	-42.35	37,897.50	47,500.02	9,602.52	20.22	110,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6513-2020 Drainage Repairs	0.00	0.00	0.00	0	10,342.50	0.00	-10,342.50	0	0.00
TOTAL REPAIR & MAINT.	0.00	0.00	0.00	0	10,342.50	0.00	-10,342.50	0	0.00
TOTAL COMMON EXPENSES	0.00	0.00	0.00	0	10,342.50	0.00	-10,342.50	0	0.00
TOTAL EXPENSES	14,828.12	31,604.17	16,776.05	53.08	48,240.00	89,875.02	41,635.02	46.33	279,500.00
NET INCOME (LOSS)	27,124.68	9,716.74	17,407.94	179.1	221,369.30	158,050.44	63,318.86	40.06	216,351.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
August 2020
AS OF THE 6TH MONTH ENDING AUGUST 31, 2020

Page 1
09/16/2020
11:11 AM

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	82,682.16
1025-0022 Bank - Insurance Levy	16,853.48
1027-0000 Bank - Water Surcharge	42,792.64
1028-1300 Bank - Golf Tournament Funds	3,079.37
1029-0000 Bank - Apt Utilities	12,684.18
1030-0000 Bank - Exercise Room	1,203.13
1040-0000 Bank - Social Committee	9,052.61
1200-0000 Prepaid Insurance	429,726.52
1205-0000 Prepaid Expenses	673.73
1300-0000 Accounts Receivable	3,818.32
1301-0084 A/R - Insurance Levy	129,067.05
TOTAL ASSETS	<u><u>731,850.54</u></u>

LIABILITIES

2010-0000 Accounts Payable	9,151.87
2014-0000 Accrued Water & Sewer	29,117.50
2017-0000 Social Committee Fund	9,052.61
2018-0000 Exercise Room	1,203.13
2019-0000 Golf Tournament Fund	3,079.37
2035-0000 Security Deposits	300.00
2040-0000 Due to Contingency	23,166.68
2040-0003 Due to Contingency-Insurance	429,726.52
2170-0000 Vacation Payable	3,890.04
2250-0000 Pre-Paid Fees	213.91
TOTAL LIABILITIES	<u><u>508,901.63</u></u>

OWNERS' EQUITY

INSURANCE LEVY

3400-0148 Insurance Levy Income	250,087.18
3400-0149 Insurance Levy Expenses	<u>-104,166.65</u>
TOTAL INSURANCE LEVY	145,920.53

3500-0000 Net Income - Prior Years	31,509.64
3510-0000 Net Income - Current Year	22,746.29
3510-2000 Net Income - Utilities	9,097.31
3510-3000 Net Income - Water & Sewer	13,675.14
TOTAL OWNERS' EQUITY	<u><u>222,948.91</u></u>
TOTAL LIABILITIES AND EQUITY	<u><u>731,850.54</u></u>

Date: SEP. 16/2020
Accountant: [Signature]
Property Manager: [Signature] -12-

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
August 2020

AS OF THE 6TH MONTH ENDING AUGUST 31, 2020

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	56,437.15	56,437.33	-0.18	0.00	338,622.90	338,623.98	-1.08	0.00	677,248.00
4012-0000 CRF Strata Fees - Apart	-12,749.50	-12,749.50	0.00	0.00	-76,497.00	-76,497.00	0.00	0.00	-152,994.00
4015-0000 Rental & Scooter Parki	456.00	291.67	164.33	56.34	2,836.00	1,750.02	1,085.98	62.06	3,500.00
4022-0000 Move in/out	0.00	66.67	-66.67	-100.0	300.00	400.02	-100.02	-25.00	800.00
4025-0000 Prior Year Surplus (Defic	1,100.58	1,100.58	0.00	0.00	6,603.48	6,603.48	0.00	0.00	13,207.00
TOTAL	45,244.23	45,146.75	97.48	0.22	271,865.38	270,880.50	984.88	0.36	541,761.00
4030-0000 Strata Fees	102,798.33	102,798.33	0.00	0.00	616,789.98	616,789.98	0.00	0.00	1,233,580.00
4032-0000 CRF Strata Fees - Town	-27,738.08	-27,738.08	0.00	0.00	-166,428.48	-166,428.48	0.00	0.00	-332,857.00
4037-0000 Prior Year Surplus	2,421.83	2,421.83	0.00	0.00	14,530.98	14,530.98	0.00	0.00	29,062.00
TOTAL	77,482.08	77,482.08	0.00	0.00	464,892.48	464,892.48	0.00	0.00	929,785.00
OTHER									
4040-0000 Rental - Fireside Lounge	0.00	83.33	-83.33	-100.0	100.00	499.98	-399.98	-80.00	1,000.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	3,600.00	3,600.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	0.00	733.33	-733.33	-100.0	1,800.00	4,399.98	-2,599.98	-59.09	8,800.00
4055-0000 R.V. Parking	840.00	733.33	106.67	14.55	4,520.00	4,399.98	120.02	2.73	8,800.00
4065-0000 Interest Income	27.86	100.00	-72.14	-72.14	274.26	600.00	-325.74	-54.29	1,200.00
4066-0000 Remote Control Sale	0.00	125.00	-125.00	-100.0	620.00	750.00	-130.00	-17.33	1,500.00
4084-0000 Keys	0.00	0.00	0.00	0	70.00	0.00	70.00	0	0.00
TOTAL OTHER	1,467.86	2,374.99	-907.13	-38.20	10,984.26	14,249.94	-3,265.68	-22.92	28,500.00
TOTAL INCOME	124,194.17	125,003.82	-809.65	-0.65	747,742.12	750,022.92	-2,280.80	-0.30	1,500,046.00
6030-0000 Apt Janitor/Contract Ser	1,650.00	1,666.67	16.67	1.00	9,900.00	10,000.02	100.02	1.00	20,000.00
6208-0000 Building Maint. - Apartm	2,203.28	4,333.33	2,130.05	49.16	9,431.23	25,999.98	16,568.75	63.73	52,000.00
6215-0000 Equipment Maint.-Apart	14,873.81	4,083.33	-10,790.48	-264.2	34,216.71	24,499.98	-9,716.73	-39.66	49,000.00
6268-0050 Elevator Maint. - Apartm	1,365.39	1,375.00	9.61	0.70	8,713.44	8,250.00	-463.44	-5.62	16,500.00
6275-0000 Gate & Door Maint. - Ap	540.75	500.00	-40.75	-8.15	1,791.01	3,000.00	1,208.99	40.30	6,000.00
6279-0000 Garbage Pick-up - Apts.	1,743.33	1,990.83	247.50	12.43	12,000.44	11,944.98	-55.46	-0.46	23,890.00
TOTAL EXPS. BEFORE UTILITIES	22,376.56	13,949.16	-8,427.40	-60.42	76,052.83	83,694.96	7,642.13	9.13	167,390.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	5,672.31	4,750.00	-922.31	-19.42	35,881.08	28,500.00	-7,381.08	-25.90	57,000.00
6320-0000 Garbage Pick-up - Town	4,437.83	4,858.33	420.50	8.66	29,533.33	29,149.98	-383.35	-1.32	58,300.00
TOTAL OPERATING EXPS. - T.H.	10,110.14	9,608.33	-501.81	-5.22	65,414.41	57,649.98	-7,764.43	-13.47	115,300.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	10,972.50	11,833.33	860.83	7.27	69,489.00	70,999.98	1,510.98	2.13	142,000.00
6425-0000 Drainage Repair & Maint	0.00	416.67	416.67	100.0	975.75	2,500.02	1,524.27	60.97	5,000.00
6435-0000 Plant Replacement & Im	735.00	1,500.00	765.00	51.00	5,092.16	9,000.00	3,907.84	43.42	18,000.00
6440-0000 Irrigation System	291.37	333.33	41.96	12.59	1,531.35	1,999.98	468.63	23.43	4,000.00
6455-0000 Snow Removal	0.00	833.33	833.33	100.0	0.00	4,999.98	4,999.98	100.0	10,000.00
TOTAL LANDS. & GROUNDS	11,998.87	14,916.66	2,917.79	19.56	77,088.26	89,499.96	12,411.70	13.87	179,000.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	2,982.29	1,833.33	-1,148.96	-62.67	10,613.50	10,999.98	386.48	3.51	22,000.00
6515-0000 Equipment Rep. & Maint	299.73	1,416.67	1,116.94	78.84	1,670.59	8,500.02	6,829.43	80.35	17,000.00
6520-0000 Supplies Equipment - Co	1,495.78	666.67	-829.11	-124.3	2,500.54	4,000.02	1,499.48	37.49	8,000.00
6525-0000 Supplies Maintenance-C	963.88	250.00	-713.88	-285.5	1,882.54	1,500.00	-382.54	-25.50	3,000.00
6530-0000 Supplies Cleaning - Com	30.71	41.67	10.96	26.30	276.40	250.02	-26.38	-10.55	500.00
6535-0000 Enterphone and Security	37.14	625.00	587.86	94.06	9,041.79	3,750.00	-5,291.79	-141.1	7,500.00
6560-0000 Gate Repair & Maint. - C	236.25	250.00	13.75	5.50	2,169.84	1,500.00	-669.84	-44.66	3,000.00
6565-0000 Pest Control - Common	539.69	583.33	43.64	7.48	6,020.10	3,499.98	-2,520.12	-72.00	7,000.00
TOTAL REPAIR & MAINT.	6,585.47	5,666.67	-918.80	-16.21	34,175.30	34,000.02	-175.28	-0.52	68,000.00

UTILITIES

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
August 2020

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AS OF THE 6TH MONTH ENDING AUGUST 31, 2020

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
6576-0000 Electricity	168.00	257.50	89.50	34.76	1,058.00	1,545.00	487.00	31.52	3,090.00
6577-0000 Electricity Ponds - Com	432.00	429.17	-2.83	-0.66	2,592.00	2,575.02	-16.98	-0.66	5,150.00
6580-0000 Electricity Stream - Com	655.00	725.00	70.00	9.66	3,930.00	4,350.00	420.00	9.66	8,700.00
6595-0000 Telephone Caretaker	285.60	141.67	-143.93	-101.6	783.95	850.02	66.07	7.77	1,700.00
TOTAL UTILITIES	1,540.60	1,553.34	12.74	0.82	8,363.95	9,320.04	956.09	10.26	18,640.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	225.00	125.00	-100.00	-80.00	782.70	750.00	-32.70	-4.36	1,500.00
6690-0000 Electricity - RV Lot	71.00	77.50	6.50	8.39	426.00	465.00	39.00	8.39	930.00
TOTAL OPERATING EXPS-RV LOT	296.00	202.50	-93.50	-46.17	1,208.70	1,215.00	6.30	0.52	2,430.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	280.58	1,000.00	719.42	71.94	4,365.22	6,000.00	1,634.78	27.25	12,000.00
6712-0000 Equip. Rep. & Maint.-Clu	776.99	1,500.00	723.01	48.20	5,932.91	9,000.00	3,067.09	34.08	18,000.00
6715-0000 Lock Up Costs - Rec. Ce	75.00	175.00	100.00	57.14	345.00	1,050.00	705.00	67.14	2,100.00
6720-0000 Guest Suites Telephone-	50.67	66.67	16.00	24.00	304.02	400.02	96.00	24.00	800.00
6725-0000 Exercise Equip R & M-R	0.00	250.00	250.00	100.0	0.00	1,500.00	1,500.00	100.0	3,000.00
6730-0000 Workshop R & M-Rec. C	79.52	125.00	45.48	36.38	167.67	750.00	582.33	77.64	1,500.00
6735-0000 Pool Repair & Maint.-Re	100.00	708.33	608.33	85.88	3,205.52	4,249.98	1,044.46	24.58	8,500.00
6740-0000 Pool Supplies & Chemic	450.81	375.00	-75.81	-20.22	1,663.97	2,250.00	586.03	26.05	4,500.00
6750-0000 Cleaning Supplies-Rec.	0.00	200.00	200.00	100.0	1,113.02	1,200.00	86.98	7.25	2,400.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	0.00	499.98	499.98	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	1,721.00	2,000.00	279.00	13.95	10,971.00	12,000.00	1,029.00	8.58	24,000.00
6765-0000 Gas - Rec. Centre	900.99	1,250.00	349.01	27.92	4,783.52	7,500.00	2,716.48	36.22	15,000.00
TOTAL OPER. EXPS-REC. CENTRE	4,435.56	7,733.33	3,297.77	42.64	32,851.85	46,399.98	13,548.13	29.20	92,800.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,342.74	5,355.00	12.26	0.23	32,088.25	32,130.00	41.75	0.13	64,260.00
6830-0000 Caretaker Assistant Wag	1,458.34	1,625.00	166.66	10.26	7,889.47	9,750.00	1,860.53	19.08	19,500.00
6865-0000 R. C. Janitor Wages and	0.00	1,875.00	1,875.00	100.0	1,821.75	11,250.00	9,428.25	83.81	22,500.00
6875-0000 Payroll Costs	888.98	916.67	27.69	3.02	5,335.11	5,500.02	164.91	3.00	11,000.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	0.00	750.00	750.00	100.0	1,500.00
TOTAL SALARIES & PAYROLL COS	7,690.06	9,896.67	2,206.61	22.30	47,134.58	59,380.02	12,245.44	20.62	118,760.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	0.00	33.33	33.33	100.0	0.00	199.98	199.98	100.0	400.00
6915-0000 Supplies	0.00	91.67	91.67	100.0	90.21	550.02	459.81	83.60	1,100.00
6920-0000 Telephone & Cable - Offi	389.34	441.67	52.33	11.85	2,336.04	2,650.02	313.98	11.85	5,300.00
TOTAL OFFICE EXPENSES	389.34	566.67	177.33	31.29	2,426.25	3,400.02	973.77	28.64	6,800.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	0.00	416.67	416.67	100.0	3,580.09	2,500.02	-1,080.07	-43.20	5,000.00
6975-0000 Council Expenses - Adm	530.00	258.33	-271.67	-105.1	530.00	1,549.98	1,019.98	65.81	3,100.00
6980-0000 Legal Expenses	0.00	83.33	83.33	100.0	0.00	499.98	499.98	100.0	1,000.00
6984-0000 Postage and Printing	1,167.26	1,433.33	266.07	18.56	9,594.67	8,599.98	-994.69	-11.57	17,200.00
6985-0000 Insurance Appraisal	0.00	16.67	16.67	100.0	0.00	100.02	100.02	100.0	200.00
6990-0000 Insurance Premiums	71,621.08	50,787.75	-20,833.33	-41.02	429,726.48	304,726.50	-124,999.98	-41.02	609,453.00
6992-0000 Insurance Carrying Char	833.33	833.33	0.00	0.00	5,000.02	4,999.98	-0.04	0.00	10,000.00
6992-0025 Insurance Levy Offset	-104,166.65	0.00	104,166.65	0	-104,166.65	0.00	104,166.65	0	0.00
7000-0000 Management Fees	5,901.92	5,901.92	0.00	0.00	35,411.52	35,411.52	0.00	0.00	70,823.00
7010-0000 Property Taxes - Admin.	0.00	33.33	33.33	100.0	327.00	199.98	-127.02	-63.52	400.00
7020-0000 Security - Admin.	0.00	583.33	583.33	100.0	0.00	3,499.98	3,499.98	100.0	7,000.00
7023-0000 Emergency Preparednes	25.17	500.00	474.83	94.97	25.17	3,000.00	2,974.83	99.16	6,000.00
7025-0000 Bank Charges	15.00	12.50	-2.50	-20.00	75.00	75.00	0.00	0.00	150.00
7030-0000 Strata Web Site	0.00	33.33	33.33	100.0	0.00	199.98	199.98	100.0	400.00
7051-0000 Statutory Financial Revi	0.00	16.67	16.67	100.0	176.40	100.02	-76.38	-76.36	200.00
TOTAL ADMINISTRATION EXPENSE	-24,072.89	60,910.49	84,983.38	139.5	380,279.70	365,462.94	-14,816.76	-4.05	730,926.00
TOTAL COMMON EXPENSES	8,863.01	101,446.33	92,583.32	91.26	583,528.59	608,677.98	25,149.39	4.13	1,217,356.00
TOTAL EXPENSES	41,349.71	125,003.82	83,654.11	66.92	724,995.83	750,022.92	25,027.09	3.34	1,500,046.00
NET INCOME (LOSS)	82,844.46	0.00	82,844.46	0	22,746.29	0.00	22,746.29	0	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	11,839.42	11,839.42	0.00	0.00	71,036.52	71,036.52	0.00	0.00	142,073.00
9262-0000 Utilities Interest Income	14.43	0.00	14.43	0	50.90	0.00	50.90	0	0.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
August 2020

AS OF THE 6TH MONTH ENDING AUGUST 31, 2020

	<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	-2,087.78	-2,088.00	0.22	0.01	-2,088.00
Total Apartment Utilities	11,853.85	11,839.42	14.43	0.12	68,999.64	68,948.52	51.12	0.07	139,985.00
UTILITY EXPENSES									
Hydro - Apartments									
9360-0000 Electricity Kens & Mayfai	2,316.00	2,465.00	149.00	6.04	13,896.00	14,790.00	894.00	6.04	29,580.00
9365-0000 Electricity Windsor	1,441.00	1,615.00	174.00	10.77	8,646.00	9,690.00	1,044.00	10.77	19,380.00
Total Electricity - Apart.	3,757.00	4,080.00	323.00	7.92	22,542.00	24,480.00	1,938.00	7.92	48,960.00
Gas - Apartments									
9410-0000 Gas - Mayfair	909.35	1,691.67	782.32	46.25	8,269.61	10,150.02	1,880.41	18.53	20,300.00
9420-0000 Gas - Kensington	1,404.78	2,833.33	1,428.55	50.42	14,452.85	16,999.98	2,547.13	14.98	34,000.00
9430-0000 Gas - Windsor	1,272.74	3,060.42	1,787.68	58.41	14,637.87	18,362.52	3,724.65	20.28	36,725.00
Total Gas - Apartment	3,586.87	7,585.42	3,998.55	52.71	37,360.33	45,512.52	8,152.19	17.91	91,025.00
TOTAL UTILITIES - APARTMENT	7,343.87	11,665.42	4,321.55	37.05	59,902.33	69,992.52	10,090.19	14.42	139,985.00
NET INCOME (LOSS) UTILITIES	4,509.98	174.00	4,335.98	2,491.	9,097.31	-1,044.00	10,141.31	971.3	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	5,368.00	5,368.00	0.00	0.00	32,208.00	32,208.00	0.00	0.00	64,416.00
9700-0000 Water - Townhouses	7,850.67	7,850.67	0.00	0.00	47,104.02	47,104.02	0.00	0.00	94,208.00
9725-0000 Water - Interest Income	38.63	0.00	38.63	0	353.73	0.00	353.73	0	0.00
9745-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	16,080.81	16,081.00	-0.19	0.00	16,081.00
TOTAL WATER INCOME	13,257.30	13,218.67	38.63	0.29	95,746.56	95,393.02	353.54	0.37	174,705.00
WATER EXPENSE									
9850-0000 Water Usage	14,558.75	14,558.75	0.00	0.00	82,071.42	87,352.50	5,281.08	6.05	174,705.00
TOTAL WATER	14,558.75	14,558.75	0.00	0.00	82,071.42	87,352.50	5,281.08	6.05	174,705.00
NET INCOME (LOSS) WATER	-1,301.45	-1,340.08	38.63	2.88	13,675.14	8,040.52	5,634.62	70.08	0.00



CHELSEA GARDENS EMERGENCY PREPAREDNESS

August 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 and shelter in the period immediately following the event and that property, facilities and equipment are protected from further damage.

Damage Assessment and Search & Rescue Team

As with all of our emergency program response teams, this team will defer to the community First Responders (such as Fire, Ambulance, Police) who arrive on site in response to an emergency call. In these cases, our response teams will provide needed/requested support to the First Responders as they are able to.

In the absence of community First Responders, this team is responsible for assessing known or potential damage to Chelsea Gardens buildings (primarily the apartments, townhouses and clubhouse) for safety of occupancy after a damaging event such as an earthquake, fire, explosion or flood. Also, in the absence of community First Responders, this team is responsible for undertaking Search & Rescue in our buildings after a damaging event. Knowledge gained by the team with respect to the safety implications of observed damage in a building will be instrumental in allowing them to better assess their safety with respect to entering a building for Search & Rescue purposes. As with all of our teams, the safety of team members during an emergency response takes priority when determining the appropriateness of our actions.

Residents are strongly advised to adhere to the recommendations made by this team with respect to not being able to occupy any of our buildings, both for their own safety and the safety of others. Remember that your actions will often influence the actions of others.

The Team currently has 9 members, most of whom have participated in a damage assessment training seminar and an emergency response exercise at Chelsea.

There are 9 different VOLUNTEER Teams so each month we will give you an overview of one of the teams. **Volunteers are always needed because many Chelsea residents travel, so please get involved, in any way, 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.**

CHELSEA GARDENS EMERGENCY PREPAREDNESS VOLUNTEER TEAMS --- Leadership Team, First Aid Team, Utilities & Fire Suppression Team, Damage Assessment / Search & Rescue Team, Care & Shelter Team, Pet Care Team, Communications & Transportation Team, Security Team, Personal Preparedness Team

Be Kind
Be Calm
Be Safe



604-590-5587

**To the residents of Chelsea
Gardens:**

**Due to the Covid-19 pandemic, we
will not be offering on-site
influenza vaccinations for 2020.**

Please consider:

- Booking an appointment with your physician**
- Booking an appointment with the pharmacy
you get your prescriptions from**
- Booking an appointment at our pharmacy in
mid-October**

***Sorry for the inconvenience, hope
to resume services next year!***