

**CHELSEA GARDENS - LMS 1416**

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

**COUNCIL MEETING MINUTES –TUESDAY, OCTOBER 20, 2020 1:00 PM VIA ZOOM**

**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 132<sup>ND</sup> 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 1:05 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 September 22, 2020 meeting. **CARRIED**

**(3) CARETAKER REPORT SEPTEMBER 2020**

With Christmas only 10 weeks away, for many of us it will be a much quieter celebration than what we would normally have and so with that in mind I would like to also remind everyone that until we hear differently from Dr. Henry, masks must be worn in the club house for all activities. I have heard negative comments in this regard, but it is important to remember that this has been implemented for everyone's safety not just your own. This should also be a practice in any hallway, stairwell or lobby of the condos. I know this is a difficult year for many. It has been disappointing not being able to see my son and family, and had to cancel travel to Quebec in May, July and September so to wear a mask is a small setback in the big picture.

As many know we had a fire in one of the buildings and again must remind everyone that damage inside units is the responsibility of the owners and must communicate with the insurance company on a continuous basis if things are to get done. The restoration companies that come and do the emergency response are not sent by private insurance companies but are sent by the strata. Once their work is complete the rebuilding can begin based on personal coverage and the agreed upon contractors between owner and insurance company. The one thing that I have discovered when I started asking was that very few people have a good up to date ABC Fire extinguisher. These should be in every kitchen or pantry for easy access and something

that simply can save heartache, peace of mind and destruction of property.

Heat in the condos is on. If you are having heat issues zone valves and thermostats within units is quite often the case and these should be checked should there be a problem.

The Emergency Response teams have been busy making sure that should a disaster happen everything is in order. On that note I will once again remind everyone that if there are changes to living arrangements these must be noted with this office and Crossroads. There was so much work that went into creating books, and documents and these are only as good as the information that comes back. These notifications would include, someone staying with you for more than a month, a change of phone numbers, disability issues, and should you be away for a period of time to let the office know so we can say unit ??? is away. Owner keys are also being kept in a separate safe so should you want a key kept in the office, security has been taken to ensure the key in the safe does not have personal information attached to it.

We have a new mechanical company on board with us now and from what I have seen regarding tracking work done, information on the units and general knowledge I think we are in for a better arrangement when it comes to looking after our mechanical and geothermal issues. The Hot tub should be up and running very shortly and had to be shut down because the venting system was malfunctioning and causing some serious condensation issues and corroding the electronics.

Gutters will be cleaned again once the leaves have dropped. Exterior painting is just about finished for this year and the place looks great.

We had a red SUV drop off bags of garbage at the dumpster in the Kensington after Thanksgiving and this is a reminder that the dumpsters and recycling in the condos is for condo owners only and that food products are not to be put into the compactor. Although we were unable to reprimand the persons responsible for leaving a mess at the compactor because of privacy laws, (thanks to Norm and Bob H for cleaning up the bags of garbage piled up), you are on camera and should there be a breach that could be considered vandalism or destruction of property, action will be taken. If you are doing renovations, please make sure that alteration agreements are made with the strata to comply with policy and should an insurance company have to be called in, it makes it much easier for home owners to get their repairs done to the upgraded standards.

The skis are sharpened, so all we need to do now is pray for snow and lots of it (on the mountains). Stay safe, wear a mask and try to maintain the 6' rule.

#### (4) FINANCIAL REPORT

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

The Treasurer reviewed the financials with Council. We are spending a lot more money than we should be, and the treasurer asked council to be aware of this.

- b. The Strata Manager also reported on the arrears which are minimal.
- c. Status of Special Levy Authorizations:

The second payment of the assessment was due on October 15<sup>th</sup>. If you have not already paid your second part, please do so as soon as possible, your co-operation is appreciated. The Treasurer asked the council to start thinking of things they need for their area next year. Have a cost ready for the treasurer. It was **MOVED** and **SECONDED** to impose a fine of \$50.00 should these levies remain unpaid. **CARRIED**

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

- a. **CRT/HRT** – The CRT has rejected the dispute initiated by the owner and has closed the matter in favour of the Strata. The HRT case is on-going.
- b. **Invoice Adjustments – Blue Mountain** – The contractor is unwilling to make any invoice adjustments so the Council has asked CrossRoads to explore other contractor options.
- c. **Thermal Imaging Scan Quotations** – Council reviewed two quotations for thermal imaging scanning of electrical panels and it was **MOVED** and **SECONDED** to award the bid to UES Electrical Services and have them proceed. **CARRIED**
- c. **Group Pricing for Hot Water Tanks** – The plumbing firm noted that there would be minimal savings to be had on a group purchase. Council does recommend that all townhouse owners consider replacing hot water tanks that are ten years old or greater so as to prevent major water damage incidents and damage. It is far less expensive to be proactive and arrange for replacement before failure than to require an emergency replacement.
- d. **Kensington Flood – Update** – Phoenix Restorations has completed all of the emergency work in the Kensington and now all of the affected owners should be pushing their insurance companies to send in restorations companies to complete in-suite repairs. If you have any questions about this process, please contact Ross Ruddick. Ross did note to Council that the independent adjuster engaged by the Strata Corporation does believe that there is cause for subrogation of costs to the Fire Service Company (for the first incident) and the restoration company (for the second incident) and he will be reviewing that process with the adjuster and the Strata insurer.
- e. **Mayfair Fire – Update** – The cooking fire in the Mayfair did cause water damage in that suite, several other units and some common areas. The Strata Manager did contact that unit owner's insurer to indicate that the Strata Corporation and individual unit owners intend to subrogate against that policy. Owners with any questions on this are asked to contact Ross Ruddick. Ross will also post a notice in the building.
- f. **Water Detection Shut-off system** – The Strata Manager is expecting a proposal from Telus later this week.
- g. **Key and FOB Reconciliation** – Ongoing with Ashley spearheading this project.
- h. **Gutter Cleaning** – The gutters will be cleaned the 3<sup>rd</sup> week of November.
- i. **Clubhouse User Group Requests** – All tabled user group requests (other than ones previously approved) remain suspended until further notice. The dance group was granted permission to change their RV lot time to the afternoons. The pool table group asked for a time extension until 9 PM and it was **MOVED** and **SECONDED** to approve this. **CARRIED**
- j. **Clubhouse Cleaners** – The clubhouse cleaners are in place three days per week. This schedule can be adjusted to accommodate future openings of facilities and events.

- k. **Cell Antenna** – The recent emergency events at both the Kensington and the Mayfair demonstrated the inadequacy of cell reception in many areas of Chelsea Gardens. Emergency responders were unable to communicate with each other when inside the buildings. This reception can be addressed by entering into agreements with both Rogers and Telus to place cell towers on the apartments. While a previous proposal from Rogers was defeated at an AGM, Council believes that it is important to revisit this as it will be beneficial to both our owners (who may only have cell phones and not landlines) and first responders. Rogers has expressed an interest in this and we are awaiting a response from Telus. There is up to date information about the safety of the cell antennas and they are very low profile so not an eyesore. The Strata Manager will confirm that there are no issues with the weight of the proposed installation. This would still be presented to the owners for approval at an AGM.

(6) **CORRESPONDENCE**

- Owner responded to a warning letter for a parking contravention. The Strata Manager is to discuss this with the caretaker and then respond to the owner.
- Owner complaint received from owner for the 7 PM use of a triangle that produced noise to express support for our first responders. Given the short duration of this, the Council does not believe this to be unreasonable noise.
- Owner complaint received of resident speeding on common property. A bylaw violation letter will be sent.
- Owner wrote to advise of issues pointed out from a home inspection. Murray will investigate but it was noted that the Council and Strata Manager believes the report to be flawed.

(7) **COMMITTEE REPORTS**

▪ **APARTMENTS – NORM**

- West side of the Windsor – the area drain has been cleaned out.
- The Kensington - work being done in some of the units that were impacted.
- The Mayfair, Incredible Restorations are finishing up their work.

▪ **TOWNHOUSES – MURRAY**

- Irrigation is shut down and we are going to blow out the system by the end of the month.
- Casp has started installing new garage doors.
- TH208 has 1 pad in the driveway that needs to be replaced and Tru-Level doesn't do this however, the pad is so bad they won't grind it so Murray talked to Jeff and he will do it for about \$1,600.00 beginning of November. It was **MOVED** and **SECONDED** to have Jeff proceed. **CARRIED**
- Would like to get 2 trees removed at two townhouses. Bob Hyde is to talk to McConkey about removing and it was **MOVED** and **SECONDED** to proceed. **CARRIED**
- Ivan has been cleaning out gutters on an as need basis only.
- Trash days was not good as some owners totally disregarded what could go in the bins (if they can't follow the rules, then maybe it should be stopped). There were prohibited items such as:

Paint Cans, Mattresses, Electrical components and these were not permitted. These prohibited items require special handling and disposal at extra cost that affects all Chelsea Gardens owners. The Council will discontinue this program if improvements are not made.

▪ **CLUBHOUSE - BILL**

- We have one confirmed case of Covid-19 in Chelsea Gardens. Ross Ruddick has written an explanation of our action on this matter. It has been posted on our front doors (including apts) and in the mail rooms. In addition, the Strata Council has posted a new rule that “all people must wear a mask while in the Clubhouse”. Notice on front doors and mail room. Mask Mandatory intension. Owners are asked not to remove Council notices regardless of whether or not you agree with the content. It was **MOVED** and **SECONDED** to pass the new rule that masks are mandatory in all common facilities at Chelsea Gardens until further notice. **CARRIED**
- We now have a cleaning company, they are cleaning the main floor on Monday, Wednesday and Saturday. They will clean the second floor including guest suites once. When the Covid-19 is over, we will return to our 5 days a week schedule.
- To date the residents of Chelsea Gardens have basically followed our instructions on combating the virus. THANK YOU.

▪ **SAFETY AND SECURITY - ASHLEY**

- As part of making the Electrical, Pump, Chemical and Irrigation rooms more secure, Ashley has suggested that we remove any materials not required to be in these rooms. The exceptions are:
  - FOB related items to be stored in the Clubhouse Electrical Room
  - Irrigation related equipment in the Irrigation room
- Bill & Ashley met with Doug McLeod on this issue. We have agreed that all Emergency Preparedness items will come out of the Electrical rooms and Pump rooms. The boxes will be stored in an outdoor, lockable storage box. Walkie-Talkies can be housed in small, lockable boxes. The Pond/Fountain Vacuum and Pond related equipment and food will need to be stored in an outdoor, lockable storage box.
- These containers will need to be purchased when possible, after which the affected doors will be re-keyed.
- Six replacement electric door strikes have been purchased. These are from another manufacturer at a third of the price as the original. They are more robust and have 4 times the rated lifespan. Total cost \$404.16 or the cost of having a contractor install one.
- Some decision needs to be made regarding security in the RV lot. At the last meeting, Ashley suggested purchasing and installing a smart camera/screamer/flasher unit. The unit can be monitored via a smart phone remotely.
- Owners emergency keys kept in the office have now been labeled and are in the new box. The details are recorded on the office computer which is password-protected.

• **LANDSCAPING - BOB**

- The sound of lawnmowers will be giving way to that of leaf blowers. Grass growth is now less and less each week thus some areas could be seeing their last mowing of the year. In addition to gathering leaves, the landscaping crew will start pruning the cedar hedges soon.

▪ **SOCIAL COMMITTEE – BILL**

- As in the past, the Social Committee, on Halloween, will be distributing candy from the front entrance. They have set up a box in the lobby for residents who wish to contribute.

- **Summary of October 7,2020 Social Committee Meeting**

This was a very quiet month for the Social Committee. Carole has the newsletter ready for delivery, and we have decided to go back to delivering it door to door.

Some of our new members were unaware of our Sunshine Club, so we explained how Simone Tait and Lucie Walker send cards to residents, on behalf of their Chelsea neighbours.

Our food truck event was a victim of its own success, with longer lines and more sales than we anticipated. We had intended to have a second event with two trucks – the other would have been Ukrainian food, but with the increase in Covid, and Dr. Henry's advice to pull back, we decided against that for now. The truck operators were very understanding and look forward to coming to Chelsea when it's safe to do so.

We decided that we could hand out candy for Halloween, but it would have to be a very different arrangement. Candy will be put in grab bags ahead of time, by masked and gloved committee members, and handed out with BBQ tongs, with lots of separation. This will be done on the road, rather than by the pedestrian gate. We hope to keep the number of residents attending to a minimum for safety reasons, and masks will be worn.

▪ **ADMINISTRATION**

- At the request of Anita as well as Maureen from CrossRoads, Ashley has altered the Caretaker Accumulated Timesheet report to separate John & Val's times onto two pages instead of a combined report. Backup data for FOBs, EnterPhone & Work orders have been sent to the Chelsea Today Website and CrossRoads has been notified to obtain their copy from there.
- New Contract and Schedule. The Council reviewed the revised contract and work schedule/duties for the resident caretaker. It was **MOVED** and **SECONDED** to approve this contract and to have the Strata Manager review this with Val Morris. **CARRIED**

▪ **PONDS AND FOUNTAINS – ASHLEY – No report**

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

▪ **RV LOT – SECURITY --Victor**

- Had a conversation with Bill Steer, the head of the RV committee, about what their general concerns were. Also assisting in maintaining who has lot occupancy.

**(8) NEW BUSINESS**

- a. **Mechanical Contract** – It was **MOVED** and **SECONDED** to approve a preventative maintenance mechanical service agreement with First District Mechanical to replace Trotter Morton who have been doing this work up until now. **CARRIED**
- b. **Westech Quotations** – The Council asked that, prior to proceeding, First District Mechanical be given an opportunity to quote on this work.
- c. **Gym Equipment recommendations** – This item was tabled until the next fiscal year.
- d. **Heat Detector Recall** – We have been advised that there is a manufacturer's recall on some of the heat detectors in use at Chelsea Gardens. Unfortunately determining whether or not a unit is one of the recalled items requires physically removing it as there are not exterior markings. Council asked that the Strata Manager obtain two quotations ,one to inspect and one for replacement and then they will compare the costs. It was **MOVED** and **SECONDED** to have this done. **CARRIED**
- e. **Patio Extension Rule** – It was **MOVED** and **SECONDED** to amend the existing Rule:

Patios are to be a maximum of 300 square feet. That either 24-inch x 24-inch aggregate pavers are used or an aggregate concert slab is laid. A diagram of the size of the patio or addition to be submitted for approval. **CARRIED**

- f. Ashley requested approval to purchase a couple of storage containers and some additional FOB readers. After discussion, it was **MOVED** and **SECONDED** to purchase a large container (Keter Denali 570 L (150gal.) Deck Box) to store non electrical, FOB and irrigation stuff currently stored in multiple electrical rooms. **CARRIED**

It was **MOVED** and **SECONDED** to purchase two HID ProxPont Plus 6005 125 kHz Mini Mullion Proximity Readers. **CARRIED**

It was noted that the Emergency Planning Committee may also require some storage boxes but they do have a budget to work with and should determine their needs and proceed on their own other than to obtain Council permission as to where to place the storage containers.

- g. It was **MOVED** and **SECONDED** to purchase a filter for the Geo-Thermal unit. **CARRIED**

**(9) ADJOURNMENT**

- The meeting was adjourned at 3:48 PM. The next Council meeting is Tuesday, November 17, 2020 – 1:00 PM – Depending on the COVID-19 situation at the time, it will either be in the Fireside Room or done via Zoom.

**Ross Ruddick, Jesse Train, Shelley Melville, 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)**  
**September 2020**

Page 1  
10/16/2020  
11:20 AM

**AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2020**

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	698,077.58
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	13,593.51
1109-0000 Due to Contingency from Operating	22,333.35
1109-0100 Due to CRF from Operating-Insurance	358,105.44

**TOTAL ASSETS**

2,692,109.88

**LIABILITIES**

2012-2500 Accrued Expenses	6,461.07
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**TOTAL LIABILITIES**

6,461.07

**OWNERS' EQUITY**

3500-0000 Net Income - Prior Years	2,450,185.52
3510-0000 Net Income - Current Year	235,463.29

**TOTAL OWNERS' EQUITY**

2,685,648.81

**TOTAL LIABILITIES AND EQUITY**

2,692,109.88

Date: OCT. 16/2020  
Accountant: [Signature]  
Property Manager: [Signature]

**Budget Comparison (Accrual)**  
**CHELSEA - Contingency - 02 - (lms1416c)**  
**September 2020**

**AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2020**

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
<b>INCOME</b>									
4010-5000 Strata Fees - Apartment	12,749.50	12,749.50	0.00	0.00	89,246.50	89,246.50	0.00	0.00	152,994.00
4010-6000 Strata Fees - Townhome	27,738.08	27,738.08	0.00	0.00	194,166.56	194,166.56	0.00	0.00	332,857.00
<b>TOTAL</b>	<b>40,487.58</b>	<b>40,487.58</b>	<b>0.00</b>	<b>0.00</b>	<b>283,413.06</b>	<b>283,413.06</b>	<b>0.00</b>	<b>0.00</b>	<b>485,851.00</b>
4031-0000 Interest Income	677.70	0.00	677.70	0	22,361.50	0.00	22,361.50	0	0.00
4031-6000 Interest Income- Insur. L	833.33	833.33	0.00	0.00	5,833.35	5,833.31	0.04	0.00	10,000.00
<b>TOTAL</b>	<b>1,511.03</b>	<b>833.33</b>	<b>677.70</b>	<b>81.32</b>	<b>28,194.85</b>	<b>5,833.31</b>	<b>22,361.54</b>	<b>383.3</b>	<b>10,000.00</b>
<b>TOTAL INCOME</b>	<b>41,998.61</b>	<b>41,320.91</b>	<b>677.70</b>	<b>1.64</b>	<b>311,607.91</b>	<b>289,246.37</b>	<b>22,361.54</b>	<b>7.73</b>	<b>495,851.00</b>
6276-2020 Kensington Interior Impr	0.00	21,187.50	21,187.50	100.0	0.00	63,562.50	63,562.50	100.0	169,500.00
6278-2020 Apt MUA Replacement	8,040.80	0.00	-8,040.80	0	8,040.80	0.00	-8,040.80	0	0.00
6280-2020 Apartment Heating Syste	14,936.25	0.00	-14,936.25	0	14,936.25	0.00	-14,936.25	0	0.00
<b>TOTAL EXPS. BEFORE UTILITIES</b>	<b>22,977.05</b>	<b>21,187.50</b>	<b>-1,789.55</b>	<b>-8.45</b>	<b>22,977.05</b>	<b>63,562.50</b>	<b>40,585.45</b>	<b>63.85</b>	<b>169,500.00</b>
<b>TOWNHOUSE EXPENSES</b>									
6342-2020 2020 Townhouse Envelo	4,927.57	6,666.67	1,739.10	26.09	40,893.07	46,666.69	5,773.62	12.37	80,000.00
6344-2020 Garage Doors	0.00	3,750.00	3,750.00	100.0	1,932.00	11,250.00	9,318.00	82.83	30,000.00
<b>TOTAL OPERATING EXPS. - T.H.</b>	<b>4,927.57</b>	<b>10,416.67</b>	<b>5,489.10</b>	<b>52.70</b>	<b>42,825.07</b>	<b>57,916.69</b>	<b>15,091.62</b>	<b>26.06</b>	<b>110,000.00</b>
<b>COMMON EXPENSES</b>									
<b>REPAIR &amp; MAINTENANCE- GENER</b>									
6513-2020 Drainage Repairs	0.00	0.00	0.00	0	10,342.50	0.00	-10,342.50	0	0.00
<b>TOTAL REPAIR &amp; MAINT.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>10,342.50</b>	<b>0.00</b>	<b>-10,342.50</b>	<b>0</b>	<b>0.00</b>
<b>TOTAL COMMON EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>10,342.50</b>	<b>0.00</b>	<b>-10,342.50</b>	<b>0</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b>27,904.62</b>	<b>31,604.17</b>	<b>3,699.55</b>	<b>11.71</b>	<b>76,144.62</b>	<b>121,479.19</b>	<b>45,334.57</b>	<b>37.32</b>	<b>279,500.00</b>
<b>NET INCOME (LOSS)</b>	<b>14,093.99</b>	<b>9,716.74</b>	<b>4,377.25</b>	<b>45.05</b>	<b>235,463.29</b>	<b>167,767.18</b>	<b>67,696.11</b>	<b>40.35</b>	<b>216,351.00</b>
<b>REVENUE UTILITIES</b>									
<b>UTILITY EXPENSES</b>									

**Balance Sheet (Accrual)**  
**CHELSEA - Operations - 02 - (lms1416)**  
**September 2020**

Page 1  
 10/16/2020  
 10:14 AM

**AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 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,

**ASSETS**

1010-0000 Petty Cash	212.35
1013-0000 Bank Shares	5.00
1020-0000 Bank - Westminster - Chequing	58,608.96
1025-0022 Bank - Insurance Levy	41,315.03
1027-0000 Bank - Water Surcharge	56,055.04
1028-1300 Bank - Golf Tournament Funds	3,081.77
1029-0000 Bank - Apt Utilities	17,195.88
1030-0000 Bank - Exercise Room	1,204.07
1040-0000 Bank - Social Committee	9,059.68
1200-0000 Prepaid Insurance	358,105.44
1205-0000 Prepaid Expenses	505.29
1300-0000 Accounts Receivable	5,343.43
1301-0084 A/R - Insurance Levy	104,635.22
<b>TOTAL ASSETS</b>	<u><u>655,327.16</u></u>

**LIABILITIES**

2010-0000 Accounts Payable	11,411.19
2014-0000 Accrued Water & Sewer	43,676.25
2017-0000 Social Committee Fund	9,059.68
2018-0000 Exercise Room	1,204.07
2019-0000 Golf Tournament Fund	3,081.77
2035-0000 Security Deposits	300.00
2040-0000 Due to Contingency	22,333.35
2040-0003 Due to Contingency-Insurance	358,105.44
2170-0000 Vacation Payable	2,380.35
2250-0000 Pre-Paid Fees	27.34
<b>TOTAL LIABILITIES</b>	<u><u>451,579.44</u></u>

**OWNERS' EQUITY**

**INSURANCE LEVY**

3400-0148 Insurance Levy Income	250,116.90
3400-0149 Insurance Levy Expenses	<u>-104,166.65</u>
<b>TOTAL INSURANCE LEVY</b>	145,950.25

3500-0000 Net Income - Prior Years	27,987.23
3510-0000 Net Income - Current Year	3,662.01
3510-2000 Net Income - Utilities	13,769.44
3510-3000 Net Income - Water & Sewer	<u>12,378.79</u>

**TOTAL OWNERS' EQUITY** 203,747.72

**TOTAL LIABILITIES AND EQUITY** 655,327.16

Date: OCT. 16, 2020  
 Accountant: [Signature]  
 Property Manager: [Signature]

**Budget Comparison (Accrual)**  
**CHELSEA - Operations - 02 - (lms1416)**  
**September 2020**

**AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2020**

Prepared For:  
Strata Plan LMS1416  
Surrey, BC  
  
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Prepared By:  
Crossroads Management Ltd.  
#1001 - 7445 132nd Street  
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	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
<b>INCOME</b>									
4010-0000 Strata Fees	56,437.15	56,437.33	-0.18	0.00	395,060.05	395,061.31	-1.26	0.00	677,248.00
4012-0000 CRF Strata Fees - Apart	-12,749.50	-12,749.50	0.00	0.00	-89,246.50	-89,246.50	0.00	0.00	-152,994.00
4015-0000 Parking & Scooter Parki	462.00	291.67	170.33	58.40	3,298.00	2,041.69	1,256.31	61.53	3,500.00
4022-0000 Move in/out	0.00	66.67	-66.67	-100.0	300.00	466.69	-166.69	-35.72	800.00
4025-0000 Prior Year Surplus (Defic	1,100.58	1,100.58	0.00	0.00	7,704.06	7,704.06	0.00	0.00	13,207.00
<b>TOTAL</b>	<b>45,250.23</b>	<b>45,146.75</b>	<b>103.48</b>	<b>0.23</b>	<b>317,115.61</b>	<b>316,027.25</b>	<b>1,088.36</b>	<b>0.34</b>	<b>541,761.00</b>
4030-0000 Strata Fees	102,798.33	102,798.33	0.00	0.00	719,588.31	719,588.31	0.00	0.00	1,233,580.00
4032-0000 CRF Strata Fees - Town	-27,738.08	-27,738.08	0.00	0.00	-194,166.56	-194,166.56	0.00	0.00	-332,857.00
4037-0000 Prior Year Surplus	2,421.83	2,421.83	0.00	0.00	16,952.81	16,952.81	0.00	0.00	29,062.00
<b>TOTAL</b>	<b>77,482.08</b>	<b>77,482.08</b>	<b>0.00</b>	<b>0.00</b>	<b>542,374.56</b>	<b>542,374.56</b>	<b>0.00</b>	<b>0.00</b>	<b>929,785.00</b>
<b>OTHER</b>									
4040-0000 Rental - Fireside Lounge	0.00	83.33	-83.33	-100.0	100.00	583.31	-483.31	-82.86	1,000.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	4,200.00	4,200.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	0.00	733.33	-733.33	-100.0	1,800.00	5,133.31	-3,333.31	-64.93	8,800.00
4055-0000 R.V. Parking	700.00	733.33	-33.33	-4.55	5,220.00	5,133.31	86.69	1.69	8,800.00
4065-0000 Interest Income	73.01	100.00	-26.99	-26.99	347.27	700.00	-352.73	-50.39	1,200.00
4066-0000 Remote Control Sale	0.00	125.00	-125.00	-100.0	620.00	875.00	-255.00	-29.14	1,500.00
4084-0000 Keys	-50.00	0.00	-50.00	0	20.00	0.00	20.00	0	0.00
<b>TOTAL OTHER</b>	<b>1,323.01</b>	<b>2,374.99</b>	<b>-1,051.98</b>	<b>-44.29</b>	<b>12,307.27</b>	<b>16,624.93</b>	<b>-4,317.66</b>	<b>-25.97</b>	<b>28,500.00</b>
<b>TOTAL INCOME</b>	<b>124,055.32</b>	<b>125,003.82</b>	<b>-948.50</b>	<b>-0.76</b>	<b>871,797.44</b>	<b>875,026.74</b>	<b>-3,229.30</b>	<b>-0.37</b>	<b>1,500,046.00</b>
6030-0000 Apt Janitor/Contract Ser	1,650.00	1,666.67	16.67	1.00	11,550.00	11,666.69	116.69	1.00	20,000.00
6208-0000 Building Maint. - Apartm	2,800.30	4,333.33	1,533.03	35.38	12,231.53	30,333.31	18,101.78	59.68	52,000.00
6215-0000 Equipment Maint.-Apart	11,301.37	4,083.33	-7,218.04	-176.7	45,518.08	28,583.31	-16,934.77	-59.25	49,000.00
6268-0050 Elevator Maint. - Apartm	1,365.39	1,375.00	9.61	0.70	10,078.83	9,625.00	453.83	4.72	16,500.00
6275-0000 Gate & Door Maint. - Ap	483.00	500.00	17.00	3.40	2,274.01	3,500.00	1,225.99	35.03	6,000.00
6279-0000 Garbage Pick-up - Apts.	1,917.50	1,990.83	73.33	3.68	13,917.94	13,935.81	17.87	0.13	23,890.00
<b>TOTAL EXPS. BEFORE UTILITIES</b>	<b>19,517.56</b>	<b>13,949.16</b>	<b>-5,568.40</b>	<b>-39.92</b>	<b>95,570.39</b>	<b>97,644.12</b>	<b>2,073.73</b>	<b>2.12</b>	<b>167,390.00</b>
<b>TOWNHOUSE EXPENSES</b>									
6315-0000 Building Maint. - Townho	4,367.39	4,750.00	382.61	8.05	40,248.47	33,250.00	-6,998.47	-21.05	57,000.00
6320-0000 Garbage Pick-up - Town	4,680.52	4,858.33	177.81	3.66	34,213.85	34,008.31	-205.54	-0.60	58,300.00
<b>TOTAL OPERATING EXPS. - T.H.</b>	<b>9,047.91</b>	<b>9,608.33</b>	<b>560.42</b>	<b>5.83</b>	<b>74,462.32</b>	<b>67,258.31</b>	<b>-7,204.01</b>	<b>-10.71</b>	<b>115,300.00</b>
<b>COMMON EXPENSES</b>									
<b>LANDSCAPING &amp; GROUNDS</b>									
6415-0000 Landscape Contract	11,550.00	11,833.33	283.33	2.39	81,039.00	82,833.31	1,794.31	2.17	142,000.00
6425-0000 Drainage Repair & Maint	0.00	416.67	416.67	100.0	975.75	2,916.69	1,940.94	66.55	5,000.00
6435-0000 Plant Replacement & Im	2,228.75	1,500.00	-728.75	-48.58	7,320.91	10,500.00	3,179.09	30.28	18,000.00
6440-0000 Irrigation System	128.81	333.33	204.52	61.36	1,660.16	2,333.31	673.15	28.85	4,000.00
6455-0000 Snow Removal	0.00	833.33	833.33	100.0	0.00	5,833.31	5,833.31	100.0	10,000.00
<b>TOTAL LANDS. &amp; GROUNDS</b>	<b>13,907.56</b>	<b>14,916.66</b>	<b>1,009.10</b>	<b>6.76</b>	<b>90,995.82</b>	<b>104,416.62</b>	<b>13,420.80</b>	<b>12.85</b>	<b>179,000.00</b>
<b>REPAIR &amp; MAINTENANCE- GENER</b>									
6510-0000 Repair & Maintenance	1,062.50	1,833.33	770.83	42.05	11,676.00	12,833.31	1,157.31	9.02	22,000.00
6515-0000 Equipment Rep. & Maint	716.77	1,416.67	699.90	49.40	2,387.36	9,916.69	7,529.33	75.93	17,000.00
6520-0000 Supplies Equipment - Co	2,042.25	666.67	-1,375.58	-206.3	4,542.79	4,666.69	123.90	2.65	8,000.00
6525-0000 Supplies Maintenance-C	0.00	250.00	250.00	100.0	1,882.54	1,750.00	-132.54	-7.57	3,000.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.0	276.40	291.69	15.29	5.24	500.00
6535-0000 Enterphone and Security	33.78	625.00	591.22	94.60	9,075.57	4,375.00	-4,700.57	-107.4	7,500.00
6560-0000 Gate Repair & Maint. - C	0.00	250.00	250.00	100.0	2,169.84	1,750.00	-419.84	-23.99	3,000.00
6565-0000 Pest Control - Common	482.71	583.33	100.62	17.25	6,502.81	4,083.31	-2,419.50	-59.25	7,000.00
<b>TOTAL REPAIR &amp; MAINT.</b>	<b>4,338.01</b>	<b>5,666.67</b>	<b>1,328.66</b>	<b>23.45</b>	<b>38,513.31</b>	<b>39,666.69</b>	<b>1,153.38</b>	<b>2.91</b>	<b>68,000.00</b>
<b>UTILITIES</b>									

**Budget Comparison (Accrual)**  
**CHELSEA - Operations - 02 - (lms1416)**  
**September 2020**

**AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 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	1,226.00	1,802.50	576.50	31.98	3,090.00
6577-0000 Electricity Ponds - Com	407.00	429.17	22.17	5.17	2,999.00	3,004.19	5.19	0.17	5,150.00
6580-0000 Electricity Stream - Com	655.00	725.00	70.00	9.66	4,585.00	5,075.00	490.00	9.66	8,700.00
6595-0000 Telephone Caretaker	67.20	141.67	74.47	52.57	851.15	991.69	140.54	14.17	1,700.00
<b>TOTAL UTILITIES</b>	<b>1,297.20</b>	<b>1,553.34</b>	<b>256.14</b>	<b>16.49</b>	<b>9,661.15</b>	<b>10,873.38</b>	<b>1,212.23</b>	<b>11.15</b>	<b>18,640.00</b>
<b>RV LOT EXPENSES</b>									
6640-0000 Repair & Maintenance -	430.28	125.00	-305.28	-244.2	1,212.98	875.00	-337.98	-38.63	1,500.00
6690-0000 Electricity - RV Lot	71.00	77.50	6.50	8.39	497.00	542.50	45.50	8.39	930.00
<b>TOTAL OPERATING EXPS-RV LOT</b>	<b>501.28</b>	<b>202.50</b>	<b>-298.78</b>	<b>-147.5</b>	<b>1,709.98</b>	<b>1,417.50</b>	<b>-292.48</b>	<b>-20.63</b>	<b>2,430.00</b>
<b>RECREATION CENTRE - COMMON</b>									
6710-0000 Bldg Repair & Maint-Rec	231.68	1,000.00	768.32	76.83	4,596.90	7,000.00	2,403.10	34.33	12,000.00
6712-0000 Equip. Rep. & Maint.-Clu	1,933.80	1,500.00	-433.80	-28.92	7,866.71	10,500.00	2,633.29	25.08	18,000.00
6715-0000 Lock Up Costs - Rec. Ce	0.00	175.00	175.00	100.0	345.00	1,225.00	880.00	71.84	2,100.00
6720-0000 Guest Suites Telephone-	50.67	66.67	16.00	24.00	354.69	466.69	112.00	24.00	800.00
6725-0000 Exercise Equip R & M-R	1,380.03	250.00	-1,130.03	-452.0	1,380.03	1,750.00	369.97	21.14	3,000.00
6730-0000 Workshop R & M-Rec. C	0.00	125.00	125.00	100.0	167.67	875.00	707.33	80.84	1,500.00
6735-0000 Pool Repair & Maint-Re	0.00	708.33	708.33	100.0	3,205.52	4,958.31	1,752.79	35.35	8,500.00
6740-0000 Pool Supplies & Chemic	469.44	375.00	-94.44	-25.18	2,133.41	2,625.00	491.59	18.73	4,500.00
6750-0000 Cleaning Supplies-Rec.	350.54	200.00	-150.54	-75.27	1,463.56	1,400.00	-63.56	-4.54	2,400.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	0.00	583.31	583.31	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	1,721.00	2,000.00	279.00	13.95	12,692.00	14,000.00	1,308.00	9.34	24,000.00
6765-0000 Gas - Rec. Centre	949.48	1,250.00	300.52	24.04	5,733.00	8,750.00	3,017.00	34.48	15,000.00
<b>TOTAL OPER. EXPS-REC. CENTRE</b>	<b>7,086.64</b>	<b>7,733.33</b>	<b>646.69</b>	<b>8.36</b>	<b>39,938.49</b>	<b>54,133.31</b>	<b>14,194.82</b>	<b>26.22</b>	<b>92,800.00</b>
<b>SALARIES &amp; BENEFITS</b>									
6820-0000 Caretaker Salary and Be	3,411.71	5,355.00	1,943.29	36.29	35,499.96	37,485.00	1,985.04	5.30	64,260.00
6830-0000 Caretaker Assistant Wag	2,725.30	1,625.00	-1,100.30	-67.71	10,614.77	11,375.00	760.23	6.68	19,500.00
6865-0000 R. C. Janitor Wages and	0.00	1,875.00	1,875.00	100.0	1,821.75	13,125.00	11,303.25	86.12	22,500.00
6875-0000 Payroll Costs	953.68	916.67	-37.01	-4.04	6,288.79	6,416.69	127.90	1.99	11,000.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	0.00	875.00	875.00	100.0	1,500.00
<b>TOTAL SALARIES &amp; PAYROLL COS</b>	<b>7,090.69</b>	<b>9,896.67</b>	<b>2,805.98</b>	<b>28.35</b>	<b>54,225.27</b>	<b>69,276.69</b>	<b>15,051.42</b>	<b>21.73</b>	<b>118,760.00</b>
<b>OFFICE EXPENSES</b>									
6910-0000 Equipment Rep. & Maint	0.00	33.33	33.33	100.0	0.00	233.31	233.31	100.0	400.00
6915-0000 Supplies	11.19	91.67	80.48	87.79	101.40	641.69	540.29	84.20	1,100.00
6920-0000 Telephone & Cable - Offi	389.34	441.67	52.33	11.85	2,725.38	3,091.69	366.31	11.85	5,300.00
<b>TOTAL OFFICE EXPENSES</b>	<b>400.53</b>	<b>566.67</b>	<b>166.14</b>	<b>29.32</b>	<b>2,826.78</b>	<b>3,966.69</b>	<b>1,139.91</b>	<b>28.74</b>	<b>6,800.00</b>
<b>ADMINISTRATION</b>									
6970-0000 AGM Expenses - Admin.	0.00	416.67	416.67	100.0	3,580.09	2,916.69	-663.40	-22.74	5,000.00
6975-0000 Council Expenses - Adm	0.00	258.33	258.33	100.0	530.00	1,808.31	1,278.31	70.69	3,100.00
6980-0000 Legal Expenses	203.49	83.33	-120.16	-144.2	203.49	583.31	379.82	65.11	1,000.00
6984-0000 Postage and Printing	1,382.40	1,433.33	50.93	3.55	10,977.07	10,033.31	-943.76	-9.41	17,200.00
6985-0000 Insurance Appraisal	0.00	16.67	16.67	100.0	0.00	116.69	116.69	100.0	200.00
6990-0000 Insurance Premiums	71,621.08	50,787.75	-20,833.33	-41.02	501,347.56	355,514.25	-145,833.31	-41.02	609,453.00
6992-0000 Insurance Carrying Char	833.33	833.33	0.00	0.00	5,833.35	5,833.31	-0.04	0.00	10,000.00
6992-0025 Insurance Offset	0.00	0.00	0.00	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	41,313.44	41,313.44	0.00	0.00	70,823.00
7010-0000 Property Taxes - Admin.	0.00	33.33	33.33	100.0	327.00	233.31	-93.69	-40.16	400.00
7020-0000 Security - Admin.	0.00	583.33	583.33	100.0	0.00	4,083.31	4,083.31	100.0	7,000.00
7023-0000 Emergency Preparednes	0.00	500.00	500.00	100.0	25.17	3,500.00	3,474.83	99.28	6,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	85.00	87.50	2.50	2.86	150.00
7030-0000 Strata Web Site	0.00	33.33	33.33	100.0	0.00	233.31	233.31	100.0	400.00
7051-0000 Statutory Financial Revi	0.00	16.67	16.67	100.0	176.40	116.69	-59.71	-51.17	200.00
<b>TOTAL ADMINISTRATION EXPENSE</b>	<b>79,952.22</b>	<b>60,910.49</b>	<b>-19,041.73</b>	<b>-31.26</b>	<b>460,231.92</b>	<b>426,373.43</b>	<b>-33,858.49</b>	<b>-7.94</b>	<b>730,926.00</b>
<b>TOTAL COMMON EXPENSES</b>	<b>114,574.13</b>	<b>101,446.33</b>	<b>-13,127.80</b>	<b>-12.94</b>	<b>698,102.72</b>	<b>710,124.31</b>	<b>12,021.59</b>	<b>1.69</b>	<b>1,217,356.00</b>
<b>TOTAL EXPENSES</b>	<b>143,139.60</b>	<b>125,003.82</b>	<b>-18,135.78</b>	<b>-14.51</b>	<b>868,135.43</b>	<b>875,026.74</b>	<b>6,891.31</b>	<b>0.79</b>	<b>1,500,046.00</b>
<b>NET INCOME (LOSS)</b>	<b>-19,084.28</b>	<b>0.00</b>	<b>-19,084.28</b>	<b>0</b>	<b>3,662.01</b>	<b>0.00</b>	<b>3,662.01</b>	<b>0</b>	<b>0.00</b>
<b>REVENUE UTILITIES</b>									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	11,839.42	11,839.42	0.00	0.00	82,875.94	82,875.94	0.00	0.00	142,073.00
9262-0000 Utilities Interest Income	16.15	0.00	16.15	0	67.05	0.00	67.05	0	0.00

**Budget Comparison (Accrual)**  
**CHELSEA - Operations - 02 - (lms1416)**  
**September 2020**

**AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 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	11,855.57	11,839.42	16.15	0.14	80,855.21	80,787.94	67.27	0.08	139,985.00
<b>UTILITY EXPENSES</b>									
<b>Hydro - Apartments</b>									
9360-0000 Electricity Kens & Mayfai	2,316.00	2,465.00	149.00	6.04	16,212.00	17,255.00	1,043.00	6.04	29,580.00
9365-0000 Electricity Windsor	1,441.00	1,615.00	174.00	10.77	10,087.00	11,305.00	1,218.00	10.77	19,380.00
Total Electricity - Apart.	3,757.00	4,080.00	323.00	7.92	26,299.00	28,560.00	2,261.00	7.92	48,960.00
<b>Gas - Apartments</b>									
9410-0000 Gas - Mayfair	880.19	1,691.67	811.48	47.97	9,149.80	11,841.69	2,691.89	22.73	20,300.00
9420-0000 Gas - Kensington	1,348.23	2,833.33	1,485.10	52.42	15,801.08	19,833.31	4,032.23	20.33	34,000.00
9430-0000 Gas - Windsor	1,198.02	3,060.42	1,862.40	60.85	15,835.89	21,422.94	5,587.05	26.08	36,725.00
Total Gas - Apartment	3,426.44	7,585.42	4,158.98	54.83	40,786.77	53,097.94	12,311.17	23.19	91,025.00
TOTAL UTILITIES - APARTMENT	7,183.44	11,665.42	4,481.98	38.42	67,085.77	81,657.94	14,572.17	17.85	139,985.00
NET INCOME (LOSS) UTILITIES	4,672.13	174.00	4,498.13	2,585.	13,769.44	-870.00	14,639.44	1,682.	0.00
<b>REVENUE - WATER INCOME</b>									
9650-0000 Water - Apartments	5,368.00	5,368.00	0.00	0.00	37,576.00	37,576.00	0.00	0.00	64,416.00
9700-0000 Water - Townhouses	7,850.67	7,850.67	0.00	0.00	54,954.69	54,954.69	0.00	0.00	94,208.00
9725-0000 Water - Interest Income	43.73	0.00	43.73	0	397.46	0.00	397.46	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	13,262.40	13,218.67	43.73	0.33	109,008.96	108,611.69	397.27	0.37	174,705.00
<b>WATER EXPENSE</b>									
9850-0000 Water Usage	14,558.75	14,558.75	0.00	0.00	96,630.17	101,911.25	5,281.08	5.18	174,705.00
TOTAL WATER	14,558.75	14,558.75	0.00	0.00	96,630.17	101,911.25	5,281.08	5.18	174,705.00
NET INCOME (LOSS) WATER	-1,296.35	-1,340.08	43.73	3.26	12,378.79	6,700.44	5,678.35	84.75	0.00

# CHELSEA GARDENS EMERGENCY PREPAREDNESS PROGRAM

October 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.*

**This is the fourth in our series of reports on the volunteer teams that comprise the Emergency Preparedness Response Program.**

## **THE PET CARE TEAM**

The Pet Care Team is responsible for the care, lodging and, if necessary, the treatment of any pets in Chelsea Gardens that require assistance during an emergency. The team is comprised of co-leaders Valerie Ferland and Joan Pillar and members Eleanor Wise, Kath McLeod, Maria Kouroupis and Kim McMartin. This team meets monthly, usually on the last Thursday. They always meet at 7p.m. to accommodate team members who work full time and are unavailable during the day. They encourage other pet loving residents who can't attend daytime meetings, but want to help, to join their team.

Activities that occur at these meetings include acquiring, organizing and storing emergency pet supplies, prioritizing procedures for caring for pets during an emergency and revising and updating the Emergency Response Pet Care Forms as new owners move in.

The team's current project is to contact all pet owners to determine the pet population here in Chelsea Gardens since changes can occur almost any time. It is necessary to keep in contact with pet owners to continually keep our records up to date.

When asked what they enjoy about being a volunteer with the Chelsea Emergency Response Program, team members cited being a pet lover (even if they do not currently have a pet), meeting and working with new people, learning how to interact with the other emergency teams and giving back to the people here in Chelsea Gardens.

The team would also like to remind pet owners that to rescue and treat your pets during an emergency it is essential that we have the most up-to-date information about your pets. When did you last complete a pet care information form? Did the form you filled in match the latest form shown on the back of this page? If not, please obtain a copy of this form from John or Val in the office here in Chelsea Gardens.

**There are 8 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](mailto:kdmcleod@telus.net) . All Chelsea volunteers would love to have you on board.****

**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: \_\_\_\_\_