



MONTHLY COUNCIL MEETING MINUTES TUESDAY, MARCH 23, 2021

LOCATION/TIME - 1:00PM VIA ZOOM

Council: Murray Hill, Victor Monasch, Anita Thompson, Ashley Orton, Norm Reid, Bob Hyde

Strata Mgt: Ross Ruddick

Regrets: There were no regrets.

STRATA COUNCIL - 2020/2021

EXECUTIVES

Murray Hill - K406
XXX - XXX
Victor Monasch - T153
Anita Thompson - W325

COMMITTEE ASSIGNMENTS

President, Townhouses, Irrigation, Clubhouse
Vice President
Secretary, Finance, Bring Forward, RV Committee, Clubhouse
Treasurer, Minutes, Social Liaison

Ashley Orton - T243
Norm Reid - T302
Bob Hyde - T102

Security & Privacy, Volunteers, Ponds & Fountains, Website
Apartments, Irrigation
Landscaping

CARETAKERS

John Unger Hours: 6:00 AM-3:30 PM-Most weekdays
Valerie Morris Nights/Weekends
(604) 834-4578 chelseagardens1416@gmail.com

STRATA MANAGER: CROSSROADS

Senior Strata Manager: Ross Ruddick ross@crpm.ca
Strata Manager: Jesse Train jesse@crpm.ca
Strata Manager: Shelley Melville shelley@crpm.ca

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

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

Owners are advised that they should retain their electronic or printed copies of the minutes for future use. Should an owner decide to sell, most prospective buyers will usually request two years' worth of minutes and, if you do not have them, there is a charge of .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 Chelsea website: www.chelseatoday.org

MOTIONS MADE BY COUNCIL MEMBERS ARE CARRIED UNANIMOUSLY UNLESS NOTED

(1) CALL TO ORDER

Murray Hill, President, and a quorum being present called the meeting to order at 1:02 PM.

(2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED** and **SECONDED** to adopt the minutes of the February 16, 2021 meeting. **CARRIED**

(3) CARETAKER REPORT MARCH, 2021

Well it has been a year since all chaos broke loose and we were subjected to quarantines, distancing, masks and the list goes on but with more receiving their vaccines, it is nice to know that our efforts have kept us relatively safe here at Chelsea and a thank-you to all for following the rules.

The Clubhouse with its new paint in the fireside and pub area has spruced up the facility giving it a new fresh look. NOVA painters have also been busy with the updates to the Kensington and once done there will finish off the Mayfair repairs that needed to be done. Smoke alarms in the hallways have all been changed in the Kensington. I have to give a shout out to Lloyd Anderson for doing fire watch for us until the smoke alarms had all been changed. He spent many days monitoring the fire panel making sure if anything happened while the painters were working that it was noted and investigated.

Work at the Windsor on the North side is complete regarding the drainage and landscaping is about to be done. It has been quite a job getting proper drainage to the north side and now the unit affected with water ingress can be put together.

I must remind everyone that uses the hot tub to make sure soap from showers and clothing is washed off. It creates issues in the hot tub if this is not done. As we slowly start to prepare to have the pool open, there are some issues that need to be addressed and again lotions, sunscreen must be washed off before entering the water. We still have a way to go before the pool is open, but I am putting the bug in your ear.

If you have concerns about issues regarding your homes such as leaks, rodents, windows, or repairs in general please make sure that a work order is submitted.

Pressure washer is available to those that would like to clean their patios or driveways. Please let me know when you would like to use it and arrangements will be made for drop off and pick up. Decks cannot be pressure washed but must be done with soap and brush and hosed off.

I had a request from several people that if you are in the exercise room with someone else please use your mask. If you are in there on your own, (Your call).

John

(4) FINANCIAL REPORT - ANITA

a) The Treasurer reviewed the Financial Statements for the month of February 2021 with Council. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads Management. **CARRIED**

As it is a new fiscal year, I would like to inform owners that the amount paid for mileage was only \$27.50 for the year. Yes, gas prices were down this last year, but this year we may not be as lucky as the price is sky rocketing. Discretionary spending was nothing this year for one main reason Covid. With everyone home this year our Gas and Electrical was up and we came in with a deficit for the apartments unfortunately. We ended up with a Surplus for \$17,697.00 for apartments and \$36,813.00

for townhouses. Council members do not want to see high increases in Strata fees either as they are also owners.

Our income will be lower this year also because of the clubhouse not being opened where we can have the guest suites rented. Hopefully by September that will change.

This year there is the possibility of having heavy expenses in equipment as our complex is over 25 years old. Some things have already been changed and updated but there is still a lot of aged equipment in our complex. If we do it now it will save us in the long run, and we will not have to do it for another 20 plus years.

- b) The Strata Manager provided Council with a report on arrears and fines, which are minimal.
- c) Social Committee Year End Financial Statements – Received and attached to these minutes.

(5) BUSINESS ARISING FROM PREVIOUS MINUTES

- a) **Kensington Flood** – The adjuster working on subrogation has all of the files necessary.
- b) **Mayfair Fire** – The cheque for the repairs done by Incredible Restorations has been received from the owner's insurance company.
- c) **Water leak detection systems** – Council reviewed a revised proposal from Telus to compare with earlier proposals from Telus and a company called Local Security. The revised Telus proposal would call for a strata expenditure of \$150,000.00 and a monthly monitoring fee of \$3160.00. This proposal would be a leak detection system that would have water sensing membranes placed in key areas prone to water leaks and, if moisture was detected, the "Smart Hub" would send an email or text to a smartphone or computer. It would not be capable of shutting of the water supply although an upgrade will be coming in the future. The proposal does require the entire strata corporation to be done and the Strata Council, given other spending priorities, will not proceed at this time.

The proposal from Local Security gives individual owners the choice to install the system at their own expense. It features water detection sensors in key areas, a "Smart Hub" to send emails or text messages to the owner (and can also include the caretaker) and water shut-off valves that would allow an owner to shut-off the incoming water supply in the event of a detected leak. The cost of the installation will vary depending on whether the installation is in an apartment (requiring two shut-off valves) or a townhouse (needs only one shut-off valve) and the number of sensors but would likely range between \$850.00 to \$1200.00 plus the cost of a plumber to install the shut-off valves. There would be a monthly monitoring fee of \$17.50. Given the high cost of insurance claims and the very high strata deductible for water damage (that would be charged to an owner); the Council believes that every owner should give serious consideration to installing this system. The Strata Manager will be preparing an information sheet for inclusion in the next set of Council minutes.

For those owners wanting to investigate the Telus system on their own, we will also prepare an information sheet that details the various options that they offer through their consumer direct retail program.

(6) CORRESPONDENCE

- a) Council received a written complaint regarding hallway deco outside of some units in the Windsor Building. This was in response to a note in the last set of minutes. Council notes that there is no bylaw that deals with this complaint other than any possible tripping hazard or fire department regulations. Those, upon written complaint, would be considered for possible action.
- b) An Owner wrote with concerns of smoke from both marijuana and cigarettes affecting their unit. Council directed the Strata Manager to send a bylaw violation letter to the offending unit.
- c) An Owner wrote to request that their parking stall be permanently exchanged for another in the Windsor Building. The Council has no issue with owners making private arrangements to swap parking stalls but they will not do any legal re-assignment.
- d) An Owner wrote in response to Council's decision regarding replacement costs of flooring. The Council stands by the original decision.
- e) A nice note was received complimenting John, Murray and Zenon for recent snow clearing of roads and pathways.
- f) An owner questioned the working hours of a contractor doing the work on the exterior of the Windsor. The Strata Manager did reply to the owner that this was a fixed price contract.
- g) Council received a couple of complaints about pet waste. One noted a leashed cat where the owner permitted the cat to poop and then covered it up. The owner is obligated, under the bylaws to clean-up after the cat. The other noted dog poop in a variety of places but particularly along the pathway on the west side of the pool. While most of our pet owners are responsible, let this be a reminder to all pet owners about the bylaw requirement.
- h) An owner sent a letter about the abuse of reserved gym slots and this has been noted later in these minutes. Please be considerate and do not harass residents who have properly signed up for the gym. There are no permanently reserved spots.
- i) In response to a bylaw violation letter sent, an owner replied that their late night/early morning viewing habits have not changed and will not change. The owner will be reminded that the bylaws are clear on noise violations and Council will have to contemplate a fine upon further complaints. The owner should use headphones when viewing television during quiet times.
- j) A group at the Kensington had requested a number of improvements for their library. Council will be reviewing quotes for a chandelier but will not proceed with pot lights or sconces.
- k) The Strata Manager was directed to contact an owner's representative about replacement flooring.
- l) Council received a nice letter from a departing resident and wanted to share it to everyone:

At the end of March, I am moving out of your beautiful and well-maintained complex. Unfortunately, the owner sold his condominium and I think I am the last renter.

I have been here for almost 12 years (in May) and I met a lot of wonderful people, acquaintances and good friends. I had very happy years here and I want to say a big Thank you to all.

Thank you to Victor, my friend and neighbor Anita, Bob, and Jesse helping me to understand

the rules in the RV lot. Special thanks to John, Ivan, and Valerie who were attentive to my questions and were always ready to help me many times.

Thank you also to the gardeners and Ionica, the lady who cleans the apartments, they are sympathetic and very conscientious.

All your personnel in the Strata Council, Committee Assignments, etc., were always available to answer my questions. Thank you for the Council Meeting Minutes brochure - (well done). For my years, I enjoyed being a volunteer at a few dinner or events. I always enjoyed to be a part of the community and even if I was a renter, everyone was very nice to me.

I'm sad to leave this complex and all the people I liked. I leave behind very wonderful and great friends, hope they will keep contact. Again, I had a good life here, I am grateful that you have accepted me among your owners. Maybe one day, I'll come back, we never know...winning the lotteries ??? MAYBE!!!

Have a good spring and summer. Hope that soon "covid" will be tired to spread the virus and that normal life will come back.

For now, TAKE CARE! Betty St-Pierre (The Windsor # 331)

(7) COMMITTEE REPORTS

a) APARTMENTS – NORM

- Crush has completed the north-west side of the Windsor; the water leak seems to have stopped.
- We are waiting for the landscapers to complete the landscaping in the area.
- The Kensington - all the heat detectors have been replaced.
- I would like to thank Lloyd Anderson for doing the fire watch.
- Kensington restoration is on going and the Mayfair is on going.
- We are finding that some residents in the Windsor are adding to the recycling bins when they are overloaded already. The recycling company will not empty them in this condition and John Unger should not be burdened with this task. Please return with your recycling at a later time when the bins are not full.

b) TOWNHOUSES– MURRAY

- Townhouse repairs are ongoing, leaky flat roofs are being repaired as needed
- True Level is done with the concrete work until later this new fiscal year.
- Garage doors with Casp are also done until later this year.
- Jeff has done a good job again dealing with the rot on some of the townhomes.
- Jeff has also finished work on the spindles for this strata year, and is continuing on the work orders for townhouse repairs.
- Just a reminder to homeowners to put in work requests if you notice any deficiencies that need attention.

- The Strata Manager was asked to obtain a quotation for the cleaning of the townhouse chimney chases.

c) **CLUBHOUSE - MURRAY/VICTOR**

- **Clubhouse:** ongoing work to be done to repair a leak in the hot tub, repair and/or replace the pool liner. Painting of the pub, fireside, library and upper mezzanine is completed. Replacing all the switches, and plugs is ongoing, Had to get the main panel and breakers in the pump room replaced due to an electrical failure. First district did some work on the heating system under warranty, finished the heating and ventilation for the pub area. There are ceiling repairs to be done now that the new ventilation system is in place.
- **Fireside Room:** The Telus TV box & the DVD player is being moved to a shelf below the TV. This should simplify access and usage. The Right Main speaker above the TV has expired after 17 years. At some stage, it will need to be replaced (as a pair).

A council member was at the clubhouse on Saturday morning and was asked by three owners why people cannot put weights away and sanitize them when finished. The council member was also told this has been going on for a while and the owners would like it to stop.

If you use the weights or anything else in the gym please put them back and properly sanitize them after you have finished.

Council also notes that some people are signing up to use the gym but then failing to show up and this is not fair to other residents wanting access. Do not put your name down unless you will actually show up. Otherwise, repeat offenders may be denied access. The Council did direct the Strata Manager to send a letter to one unit that has been a regular no-show and have been failing to put back and sanitize the weights.

It was noted that some residents are not ensuring that the gate to and from the pool is properly closed and secured. It does tend to bounce back upon closing so please pull it tight to lock.

The Council did discuss a donation of wicker furniture that was placed in the pool area. The Council will be taking an email vote as to whether or not to accept this donation after getting input from the Social Committee. It was noted that the proper procedure for donations was not followed. When an owner wishes to offer something to the Strata Corporation, they must send correspondence (with a photo of what is being offered) to Council. If Council approves this, only then can the item be dropped off. Some donations will not be accepted due to suitability or, in the case of consumer grade exercise equipment, liability concerns.

d) **SAFETY AND SECURITY – ASHLEY**

- Zenon has finished with the re-keying of the clubhouse and Electrical rooms. The clubhouse re-keying has greatly reduced the number of keys required and consequentially simplifies lockup or access in an emergency. Contractor keys are being recorded and a process for signing out of keys and subsequent return has been created.

e) **LANDSCAPING– BOB**

- The landscaping crew is done with aerating the grass areas around the complex. Liming the grass will begin shortly. They are continuing trimming and general clean-up in preparation for spring's full bloom.
- The Council did authorize a small expenditure (\$200.00) for new plants in the area of the Chelsea Gardens sign at 70th and 138th.

f) SOCIAL COMMITTEE – ANITA

Summary of Chelsea Gardens Social Committee Meeting for March 2021

- We discussed our year-end financial statements, noting that we spent way more this year (on clubhouse redecorating) than we made. We certainly hope that this current year will become more “social”.
- We are waiting for the painting to finish before we start decorating the lobby for spring. The new paint looks great, and council’s help has been very much appreciated. We will hopefully make a few changes for St. Patrick’s and for Easter just to keep things a little festive.
- We are still hoping to put on a pick-up dinner in April but have changed the date to April 16th. It will be a chicken pot pie with a salad and dessert. Hopefully we will have an alternate vegetarian option. Tickets will be \$10, and sales will start on April 6th.
- We are hoping to add some new members to the committee later in the year.

g) ADMINISTRATION

- Archived Alteration letters have been scanned and will be kept on the office computer, Crossroads, backup drive. Hard copies will be filed in the office. Once the other documents (Financials, Old minutes, etc.) are checked and sorted, the irrelevant documents will be shredded.
- Val is taking a week off and The Strata Manager will check with our lock-up crew to see if they can cover opening and closing and Murray has volunteered to vacuum the pool.

h) PONDS AND FOUNTAINS – ASHLEY

- Nothing to report. Fishes are waking up and Gerry Horne will start feeding them again. We will need to do a good cleanup of leaves and algae buildup.

i) EMERGENCY PREPAREDNESS – BOB

- The emergency preparedness team is uncertain as to which group within Chelsea Gardens is responsible for manually opening the apartment garage doors following a power outage here, Council or the Utilities and Fire Suppression Team of the Emergency Program. During the last major power outage we had, several Council members, who were also Emergency Program volunteers, undertook to disconnect the electric motors from the doors and manually open them.
- Doug’s suggestion is that the Utilities and Fire Suppression Team take responsibility for this task. This team has ongoing training activities and would easily be able to have a trained core of members undertake this function. Council, on the other hand, has many diverse responsibilities both before and during emergencies, most or all of which would probably take precedence over training and response to apartment gate problems. The Emergency Program’s Incident Command Team, during an emergency response, would be in an ideal position to identify, prioritize and act on the need for manually opening the apartment garage doors, and has direct control over the resources to do so.
- The point was also raised during a recent walk-about by the Utilities and Fire Suppression Team that a box with the tools and a padlock key required to manually open these doors should be kept in the garage level Mechanical Room of each apartment for quick access to get the doors open.

Regards, Doug McLeod - Emergency Program Leader

The Council reviewed this proposal and will involve the Emergency Utilities and Fire Suppression team in the manual opening of garage doors provided that they obtain keys by signing them out.

j) **RV LOT -VICTOR**

- There was only one time during the last 30 days that the RV lights did not come on when it was dark about 6:30 pm and then then they came on of their own accord. Other than the light issue, all has been quiet.

(8) NEW BUSINESS

- a) **First District Quote** – It was **MOVED / SECONDED** to accept the quotation from First District for the chemical cleaning of the apartment heating lines. **CARRIED**
- b) **Strata Insurance Policy Renewal** – The Strata Manager confirmed that the new policy is in place with CapriCMW. The water, sewer and flood deductibles remain high at \$250,000.00 while the All-Risk category did drop to \$100,000.00.
- c) **FOB Control for Vendors** – Keys given out to contractors are always signed out and must be signed back in when the job is complete or when they are not going to return for a few days. Exceptions for emergency purposes are one set to 1st District and one set to Westech. Over the next little while, we record which keys each of us on Council have permanently as part of our functions. Collectively we work to register which other residents have keys to control areas and whether they still need to have the keys in question.
- d) **Crush to Meet with Some Council Members** – This meeting is to do drainage assessments and will take place on Monday, March 29th.
- e) **In-suite work** – Owners are reminded that our caretakers are not to do any work inside the units as it takes them away from their strata duties. Should any in-suite work be done by the caretakers, there is a charge to the owner and will need to be paid at that time. The staff has been reminded of this and informed that strata supplies are not to be given to owners.
- g) **Annual General Meeting (AGM)** – It was **MOVED / SECONDED** to approve the date of Tuesday, April 20, 2021 (via Zoom) along with the proposed budget and Special Resolutions in the draft AGM package assembled by the Strata Manager. **CARRIED**

(9) ADJOURNMENT

The meeting was adjourned at 3:51 PM.

The next Council meeting is Wednesday, April 21, 2021 at 1:00 PM – it will be held via Zoom.

The Annual General Meeting (AGM) will be held Tuesday, April 20, 2021 – Via Zoom.

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
February 2021
AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2021

Page 1
03/21/2021
04:30 PM

Prepared For:
Strata Plan LMS 1416 - CRF

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

ASSETS

1025-0000 Bank - Westminster - Contingency	1,018,199.87
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	162,547.16

TOTAL ASSETS

2,780,747.03

LIABILITIES

2010-0000 Accounts Payable	40,959.51
2012-2500 Accrued Expenses	170,701.56

TOTAL LIABILITIES

211,661.07

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	2,450,185.52
3510-0000 Net Income - Current Year	118,900.44

TOTAL OWNERS' EQUITY

2,569,085.96

TOTAL LIABILITIES AND EQUITY

2,780,747.03

Date: MAR 21 2021
Accountant: [Signature]

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
February 2021
AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2021

Page 1
03/21/2021
04:14 PM

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	91,249.25
1025-0022 Bank - Insurance Levy	327.27
1027-0000 Bank - Water Surcharge	65,508.92
1028-1300 Bank - Golf Tournament Funds	3,093.90
1029-0000 Bank - Apt Utilities	8,473.89
1030-0000 Bank - Exercise Room	1,208.80
1040-0000 Bank - Social Committee	5,587.96
1205-0000 Prepaid Expenses	1,684.37
1300-0000 Accounts Receivable	2,071.54
1301-0084 A/R - Insurance Levy	0.08
TOTAL ASSETS	<u><u>179,423.33</u></u>
LIABILITIES	
2010-0000 Accounts Payable	94,967.21
2012-2500 Accrued Expenses	1,250.00
2017-0000 Social Committee Fund	5,587.96
2018-0000 Exercise Room	1,208.80
2019-0000 Golf Tournament Fund	3,093.90
2035-0000 Security Deposits	300.00
2170-0000 Vacation Payable	2,364.74
2250-0000 Pre-Paid Fees	111.16
TOTAL LIABILITIES	<u>108,883.77</u>
OWNERS' EQUITY	
INSURANCE LEVY	
3400-0148 Insurance Levy Income	250,327.31
3400-0149 Insurance Levy Expenses	<u>-249,999.96</u>
TOTAL INSURANCE LEVY	327.35
3500-0000 Net Income - Prior Years	10,375.18
3510-0000 Net Income - Current Year	54,509.92
3510-2000 Net Income - Utilities	-5,101.46
3510-3000 Net Income - Water & Sewer	<u>10,428.57</u>
TOTAL OWNERS' EQUITY	<u>70,539.56</u>
TOTAL LIABILITIES AND EQUITY	<u><u>179,423.33</u></u>

Date: MAR 21 2021
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
February 2021

AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2021

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	56,437.05	56,437.37	-0.32	0.00	677,245.60	677,248.00	-2.40	0.00	677,248.00
4012-0000 CRF Strata Fees - Apart	-12,749.50	-12,749.50	0.00	0.00	-152,994.00	-152,994.00	0.00	0.00	-152,994.00
4015-0000 Parking & Scooter Parki	462.00	291.63	170.37	58.42	5,908.00	3,500.00	2,408.00	68.80	3,500.00
4022-0000 Move in/out	0.00	66.63	-66.63	-100.0	700.00	800.00	-100.00	-12.50	800.00
4025-0000 Prior Year Surplus (Defic	1,100.58	1,100.62	-0.04	0.00	13,206.96	13,207.00	-0.04	0.00	13,207.00
TOTAL	45,250.13	45,146.75	103.38	0.23	544,066.56	541,761.00	2,305.56	0.43	541,761.00
4030-0000 Strata Fees	102,798.33	102,798.37	-0.04	0.00	1,233,579.96	1,233,580.00	-0.04	0.00	1,233,580.00
4032-0000 CRF Strata Fees - Town	-27,738.08	-27,738.12	0.04	0.00	-332,856.96	-332,857.00	0.04	0.00	-332,857.00
4037-0000 Prior Year Surplus	2,421.83	2,421.87	-0.04	0.00	29,061.96	29,062.00	-0.04	0.00	29,062.00
TOTAL	77,482.08	77,482.12	-0.04	0.00	929,784.96	929,785.00	-0.04	0.00	929,785.00
OTHER									
4040-0000 Rental - Fireside Lounge	0.00	83.37	-83.37	-100.0	100.00	1,000.00	-900.00	-90.00	1,000.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	7,200.00	7,200.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	0.00	733.37	-733.37	-100.0	1,800.00	8,800.00	-7,000.00	-79.55	8,800.00
4055-0000 R.V. Parking	705.00	733.37	-28.37	-3.87	8,755.00	8,800.00	-45.00	-0.51	8,800.00
4060-0000 Miscellaneous	100.00	0.00	100.00	0	398.12	0.00	398.12	0	0.00
4065-0000 Interest Income	89.08	100.00	-10.92	-10.92	829.15	1,200.00	-370.85	-30.90	1,200.00
4066-0000 Remote Control Sale	450.00	125.00	325.00	260.0	2,275.00	1,500.00	775.00	51.67	1,500.00
4084-0000 Keys	0.00	0.00	0.00	0	80.00	0.00	80.00	0	0.00
TOTAL OTHER	1,944.08	2,375.11	-431.03	-18.15	21,437.27	28,500.00	-7,062.73	-24.78	28,500.00
TOTAL INCOME	124,676.29	125,003.98	-327.69	-0.26	1,495,288.79	1,500,046.00	-4,757.21	-0.32	1,500,046.00
6030-0000 Apt Janitor/Contract Ser	1,650.00	1,666.63	16.63	1.00	19,800.00	20,000.00	200.00	1.00	20,000.00
6208-0000 Building Maint. - Apartm	2,993.99	4,333.37	1,339.38	30.91	24,352.64	52,000.00	27,647.36	53.17	52,000.00
6215-0000 Equipment Maint.-Apart	11,867.62	4,083.37	-7,784.25	-190.6	77,266.71	49,000.00	-28,266.71	-57.69	49,000.00
6268-0050 Elevator Maint. - Apartm	1,365.39	1,375.00	9.61	0.70	17,403.36	16,500.00	-903.36	-5.47	16,500.00
6275-0000 Gate & Door Maint. - Ap	532.22	500.00	-32.22	-6.44	4,307.73	6,000.00	1,692.27	28.20	6,000.00
6279-0000 Garbage Pick-up - Apts.	3,085.41	1,990.87	-1,094.54	-54.98	24,845.13	23,890.00	-955.13	-4.00	23,890.00
TOTAL EXPS. BEFORE UTILITIES	21,494.63	13,949.24	-7,545.39	-54.09	167,975.57	167,390.00	-585.57	-0.35	167,390.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	4,281.75	4,750.00	468.25	9.86	55,771.78	57,000.00	1,228.22	2.15	57,000.00
6320-0000 Garbage Pick-up - Town	4,615.80	4,858.37	242.57	4.99	57,472.69	58,300.00	827.31	1.42	58,300.00
TOTAL OPERATING EXPS. - T.H.	8,897.55	9,608.37	710.82	7.40	113,244.47	115,300.00	2,055.53	1.78	115,300.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	11,550.00	11,833.37	283.37	2.39	138,789.00	142,000.00	3,211.00	2.26	142,000.00
6425-0000 Drainage Repair & Maint	1,659.00	416.63	-1,242.37	-298.2	9,208.99	5,000.00	-4,208.99	-84.18	5,000.00
6435-0000 Plant Replacement & Im	966.00	1,500.00	534.00	35.60	9,084.91	18,000.00	8,915.09	49.53	18,000.00
6440-0000 Irrigation System	1,311.02	333.37	-977.65	-293.2	3,418.78	4,000.00	581.22	14.53	4,000.00
6455-0000 Snow Removal	2,200.00	833.37	-1,366.63	-163.9	4,090.00	10,000.00	5,910.00	59.10	10,000.00
TOTAL LANDS. & GROUNDS	17,686.02	14,916.74	-2,769.28	-18.56	164,591.68	179,000.00	14,408.32	8.05	179,000.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	1,740.72	1,833.37	92.65	5.05	18,182.58	22,000.00	3,817.42	17.35	22,000.00
6515-0000 Equipment Rep. & Maint	808.50	1,416.63	608.13	42.93	11,141.26	17,000.00	5,858.74	34.46	17,000.00
6520-0000 Supplies Equipment - Co	0.00	666.63	666.63	100.0	4,681.93	8,000.00	3,318.07	41.48	8,000.00
6525-0000 Supplies Maintenance-C	706.76	250.00	-456.76	-182.7	4,522.52	3,000.00	-1,522.52	-50.75	3,000.00
6530-0000 Supplies Cleaning - Com	0.00	41.63	41.63	100.0	276.40	500.00	223.60	44.72	500.00
6535-0000 Enterphone and Security	16.89	625.00	608.11	97.30	9,633.61	7,500.00	-2,133.61	-28.45	7,500.00
6560-0000 Gate Repair & Maint. - C	210.00	250.00	40.00	16.00	2,589.84	3,000.00	410.16	13.67	3,000.00
6565-0000 Pest Control - Common	556.94	583.37	26.43	4.53	9,085.85	7,000.00	-2,085.85	-29.80	7,000.00
TOTAL REPAIR & MAINT.	4,039.81	5,666.63	1,626.82	28.71	60,113.99	68,000.00	7,886.01	11.60	68,000.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (Ims1416)
February 2021

AS OF THE 12TH MONTH ENDING FEBRUARY 28, 2021

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
9260-0000 Utilities Income - Apts.	11,839.42	11,839.38	0.04	0.00	142,073.04	142,073.00	0.04	0.00	142,073.00
9262-0000 Utilities Interest Income	15.87	0.00	15.87	0	172.66	0.00	172.66	0	0.00
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	11,855.29	11,839.38	15.91	0.13	140,157.92	139,985.00	172.92	0.12	139,985.00
UTILITY EXPENSES									
Hydro - Apartments									
9360-0000 Electricity Kens & Mayfai	4,757.00	2,465.00	-2,292.00	-92.98	30,849.00	29,580.00	-1,269.00	-4.29	29,580.00
9365-0000 Electricity Windsor	3,381.48	1,615.00	-1,766.48	-109.3	19,624.48	19,380.00	-244.48	-1.26	19,380.00
Total Electricity - Apart.	8,138.48	4,080.00	-4,058.48	-99.47	50,473.48	48,960.00	-1,513.48	-3.09	48,960.00
Gas - Apartments									
9410-0000 Gas - Mayfair	2,617.62	1,691.63	-925.99	-54.74	19,952.93	20,300.00	347.07	1.71	20,300.00
9420-0000 Gas - Kensington	5,543.41	2,833.37	-2,710.04	-95.65	37,485.84	34,000.00	-3,485.84	-10.25	34,000.00
9430-0000 Gas - Windsor	5,414.32	3,060.38	-2,353.94	-76.92	37,347.13	36,725.00	-622.13	-1.69	36,725.00
Total Gas - Apartment	13,575.35	7,585.38	-5,989.97	-78.97	94,785.90	91,025.00	-3,760.90	-4.13	91,025.00
TOTAL UTILITIES - APARTMENT	21,713.83	11,665.38	-10,048.45	-86.14	145,259.38	139,985.00	-5,274.38	-3.77	139,985.00
NET INCOME (LOSS) UTILITIES	-9,858.54	174.00	-10,032.54	-5,765	-5,101.46	0.00	-5,101.46	0	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	5,368.00	5,368.00	0.00	0.00	64,416.00	64,416.00	0.00	0.00	64,416.00
9700-0000 Water - Townhouses	7,850.67	7,850.63	0.04	0.00	94,208.04	94,208.00	0.04	0.00	94,208.00
9725-0000 Water - Interest Income	47.71	0.00	47.71	0	640.55	0.00	640.55	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	13,266.38	13,218.63	47.75	0.36	175,345.40	174,705.00	640.40	0.37	174,705.00
WATER EXPENSE									
9850-0000 Water Usage	11,404.10	14,558.75	3,154.65	21.67	164,916.83	174,705.00	9,788.17	5.60	174,705.00
TOTAL WATER	11,404.10	14,558.75	3,154.65	21.67	164,916.83	174,705.00	9,788.17	5.60	174,705.00
NET INCOME (LOSS) WATER	1,862.28	-1,340.12	3,202.40	238.9	10,428.57	0.00	10,428.57	0	0.00

1:16 PM
03/02/21
Cash Basis

Chelsea Gardens Social Committee
Profit & Loss

March 2020 through February 2021

Mar '20 - Feb 21

Income	
Income	
50/50	499.00
Morning Coffee	104.35
Pub Sales	248.00
Returns	17.40
Special Events	
Canada Day	688.00
Total Special Events	<u>688.00</u>
Total Income	1,556.75
Interest	107.90
Total Income	<u>1,664.65</u>
Expense	
Bank Service Charges	188.96
Costs of Events	
Bar Licenses	53.00
Club House Improvements	4,951.87
Greeting Cards	88.40
Kitchen/Coffee	739.27
Miscellaneous Expenses	
Pond expenses	67.19
Miscellaneous Expenses - Other	1,271.53
Total Miscellaneous Expenses	<u>1,338.72</u>
Newsletters	379.70
Pub Snacks	64.90
Special Decorations	408.99
Special Events	
April Dinner & Dance	37.70
Canada Day	688.00
Halloween Party	2.80
Total Special Events	<u>728.50</u>
Total Costs of Events	<u>8,753.35</u>
Total Expense	<u>8,942.31</u>
Net Income	<u><u>-7,277.66</u></u>

1:27 PM
03/02/21
Cash Basis

Chelsea Gardens Social Committee
Balance Sheet
As of February 28, 2021

Feb 28, 21

ASSETS

Current Assets

Chequing/Savings

Credit Union

5,583.89

RBC

2,892.34

Total Chequing/Savings

8,476.23

Other Current Assets

Petty Cash

511.05

Pub Float

300.00

Total Other Current Assets

811.05

Total Current Assets

9,287.28

TOTAL ASSETS

9,287.28

LIABILITIES & EQUITY

Equity

Opening Balance Equity

11,714.82

Retained Earnings

4,850.12

Net Income

-7,277.66

Total Equity

9,287.28

TOTAL LIABILITIES & EQUITY

9,287.28



CrossRoads Management Ltd.

MANDATORY MASK WEARING NOW IN EFFECT

Based on the order of the Chief Medical Health Officer of BC, Masks are now required in all public buildings and this does include strata corporations. Please wear one when in ALL areas of the clubhouse and Condo buildings Thank you for your cooperation with this new requirement. Stay safe everyone.



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 common areas.
- ✚ 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.
- ✚ Until the current order from Bonnie Henry is eased, your “bubble” is limited to residents of your unit. The only exception is if you live alone and then you are permitted one outsider who must be the same person.
- ✚ 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.

CHELSEA GARDENS EMERGENCY PREPAREDNESS

MARCH 2021

The Chelsea Gardens Emergency Preparedness and Response Program, a volunteer program in our community, started up over 3 years ago, and we have made considerable progress towards becoming a resilient community, able to survive and recover from many types of emergencies and disasters. This is a program that most communities do not have.

In a major emergency event, many residents will show up as volunteers to assist their neighbours, that's what us Canadians do. You might say to yourself while reading this, that you would one of those volunteers if really needed. However, we believe these volunteers would be much better able to contribute to a successful response and recovery if they had some amount of training in advance. This is our request to you - join us and help now, get involved, have some fun getting to know and socialize with your neighbours; get out and join with a group for a few hours a month with a meeting and training activities. All teams are seeking additional volunteers.

The Program consists of 12 teams:

- Leadership
- Communications & Transportation
- Pet Care
- Kensington
- First Aid
- Damage Assessment and Search & Rescue
- Security
- Mayfair
- Care & Shelter
- Utilities & Fire Suppression
- Personal Preparedness
- Windsor

Leadership Team members and team leaders may spend an additional several hours per month organizing activities and planning meetings.

The program is based on teamwork, so you will not be expected to accomplish tasks on your own.

The Leadership Team consists of:

- Doug McLeod (TH #275, h - 778.591.3999)
- Jack de Vries (TH#303, c - 778.868.7250)
- Bob Greenwood (TH # 280, c – 1.800.267.5497)
- Ron Bergman (TH #231, h – 604.538.4485)
- Ed Brennan, (TH #279, - 604.596.0786)

Feel free to chat with any of the Leadership Team with your questions/thoughts. Or contact Doug via text (604.996.3504) or email (kdmcleod@telus.net). You may also wish to attend a meeting of one or more of the teams (currently using Zoom for on-line meetings) to get a better idea of team activities - contact a Leadership Team member to attend the next team meeting(s) of your choice.