



MONTHLY COUNCIL MEETING MINUTES

WEDNESDAY, APRIL 21, 2021

LOCATION/TIME - 1:00PM VIA ZOOM

Council: Murray Hill, Anita Thompson, Ashley Orton, Norm Reid, Bob Hyde, Ron Plankeel, Cee Mann

Strata Mgt: Ross Ruddick

Regrets: There were no regrets.

STRATA COUNCIL – 2021/2022

EXECUTIVES

Murray Hill - K406
Bob Hyde - T102
Cee Mann - T172
Anita Thompson - W325
Ashley Orton - T243
Norm Reid - T302
Ron Plankeel - T272

COMMITTEE ASSIGNMENTS

President, Townhouses,
Vice President, Finance
Secretary, Clubhouse,
Treasurer, Minutes, Social Committee
Security & Privacy, Volunteers, Ponds & Fountains, Website
Apartments, Irrigation,
Bring Forward, RV Committee, 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

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 1:08 PM.

(2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED** and **SECONDED** to adopt the minutes of the March 23, 2021 meeting. **CARRIED**

(3) ELECTION OF COUNCIL POSITIONS & COMMITTEE ASSIGNMENTS

Ross explained the executive position duties and Council 101 expectations and to call for candidates. Candidates were selected for their new positions as reflected on Page 1 of these minutes.

(4) CARETAKER REPORT APRIL, 2021

As spring gives us a taste of the summer to come it's a great feeling to be walking outside enjoying all the sweet fragrance of plants coming to life. I know we would all like to get close to family and friends and get that long deserved hug but for everyone's safety please follow the guidelines set out by the province. I know many are getting tired of this whole mess and with the mixed information, covid fatigue, etc., it gets harder to follow protocol but now is when we have to be even more vigilant. I have to remind everyone that the club house is not a meeting place as of yet, so unless you are here to use a part of the facility, ie: hot tub, exercise room or billiards please refrain from spending time in the building.

Thanks to Greg Graham for repairing the ceiling in the kitchen, hallway and bathrooms. Great job.

Drainage is an on-going issue with tree roots being the main cause of our headaches. We have been using Crush Drainage and they have been able to clear many of the issues that we have been having. If you are finding one or more of you drains are running slow the product Green Gobbler from Home Depot works very well in clearing up most drains.

New owners it is important that the emergency preparedness forms are filled out asap along with any pet forms so that our records are up to date. This also applies to residents that have new pets, pets that have gone to the kennel in the sky, changes to number of people in your residence etc. There has been countless hours put into getting information corrected or updated in our resident data base. Please notify the office of changes.

The pool is in the process of being cleaned and re hung on the sides and are hoping that Fraser Health can come out as soon as we have it put back together so we can open up. Exercise groups for the pool area will have to wait a bit longer or until the restrictions start to become more relaxed.

I have a list of people that need to have their hose bibs either replaced or looked at. If there is anyone else that has not notified me, please do so that the work can be done at one time.

I have been asked about lattice paint. It is available so if you need some please call and let me know and some can be dropped off at your home. Colour name is Green Briar Beige.

I am being asked about having two names or phone numbers at the front gate since many people are abandoning their land lines. At the moment we are only able to put in one name and number associated with your strata number. It is being looked at to see if there is something we can do.

As the renovation in the Kensington is coming to an end, we are just waiting for carpets to be put in, base boards to be put on and painted and some minor electrical work scheduled for the Kensington Library. Mayfair is also in the final stages of completion which will be a great sigh of relief for everyone.

As a result of a few people tampering with the thermostats in hallways of the condo's we will be putting lock boxes on all thermostats to stop this practice. The thermostats are preprogramed so that at a given temperature it can switch from heat to cool. This practice has caused nothing but a headache and an unnecessary call out for HVAC assistance.

With more vehicles switching to electric, talk has started as to how we can deal with this. Capacity is one issue and charging fees another. Council will be having some serious discussion in this regard.

As many have noticed we have had some unwanted visitors strolling or cycling through the complex. If this happens and you see someone who does not belong do not approach but call 911. I was at the Newton police station the first week of April and was told that basically they will only respond if a 911 call comes in. Even though I had a picture of one of our unwanted guests they were not interested and in order to charge someone with trespassing it has to be while in progress. Zenon and Ashley will be reinforcing our gates to make it more difficult to gain entry.

If you are doing any planting of trees this must be approved by council before you can proceed.

Back flow preventers for Town Homes and apartments have been completed.

If there is anything on common property that needs to be addressed, please fill out a work order so we can update our records.

John Unger

(5) FINANCIAL REPORT

a) The financial statements for March & April were unavailable as they cannot be prepared until the passage of the new budget.

b) The Strata Manager provided Council with a report on arrears and fines.

Council would like to thank the many volunteers that helped deliver the AGM packages. It was done quickly and very few had to be mailed. Money saved!

The garbage is still a problem in the apartments people leaving stuff and we have to pay EXTRA to get rid of the garbage that owners do not dispose of properly. This comes out of your strata fees!. We have had a person going through our recycle and they have gotten lots of recyclables out of our containers so that tells us lots! Some of us are NOT recycling! If Styrofoam and Paint are put in the compactor, (which we found last week) we could receive a HEFTY fine! The address of the closest Recycle Depot is #110 13245 72 Ave not FAR at all so please do your part!

(6) BUSINESS ARISING FROM PREVIOUS MINUTES

- a) **Kensington Flood** – The adjuster working on subrogation has all of the files necessary. It was MOVED/SECONDED to approve the quote from NOVA on the EXTRA amount of \$3944.00 for trim. **CARRIED**
- b) **Kensington Painting / Carpet Project** – Proceeding. Some deficiencies have been noted and will be addressed by the contractor.

(7) CORRESPONDENCE

- a) Council received an email suggesting that the Clubhouse should be closed due to COVID-19 and Dr. Bonnie Henry's most recent update as some residents are not taking proper care when cleaning the facility after using. Council would also like to remind Owners that MASKS are required at all times and that gathering in halls and/or office is currently prohibited.
- b) An owner sent an email to the Strata Manager for clarification on the new Proposed Budget.
- c) An owner forwarded a link to a water shut off system that may be worthwhile for owners to investigate. <https://www.grohe.ca/smarthome/grohe-sense-guard>
- d) An owner sent the Strata Manager a letter with concerns about Owners using the common power to charge an electric vehicle. Council addressed this with a new rule to charge owners \$30.00 per month as a flat rate.
- e) An owner reached out to council with concerns regarding the directed proxies at the 2021 AGM. Should Covid-19 restrictions still be in place for the 2022 AGM, directed proxies will continue but all owners will be encouraged to participate on Zoom.
- f) An owner let a council member know that ANGELS Heating & Plumbing reached out to them regarding Furnace Servicing. The Strata Corporation strongly advises all owners to check with our staff before accepting unsolicited phone calls as there are some contractors that we do not recommend.
- g) An owner reached out to the Strata Manager for clarification on wording regarding the proposed rule changes discussed at the AGM.
- h) An owner wanted to thank Shawn the landscaper and his crew for their work in their front yard after the water leak in January. From refilling the trench, to replacing the plants that were displaced, everything was done in a manner that resulted in a pleasant outcome. Shawn also kept the owner informed of his plans throughout the whole process in a professional manner.
- i) An Owner reported that the drain on the grass near their unit is causing a tripping hazard. Council will be looking at this.
- j) An Owner responded to a noise complaint
- k) An owner sent a letter to council reporting that one of the neighbors nearby had been smoking marijuana and the fumes are coming into their own unit. Reminder there is no smoking on limited common property within 7.5 meters of a doorway or window.
- j) An owner acknowledged the carelessness of family members using the gym and assured the Council that it wouldn't happen again.

- k) An owner sent council a letter regarding garden décor being placed in common property. Council removed the statue
- l) An Owner had sent an email to council for a question to be raised at the AGM regarding Solar Panels. Council discussed this and will be investing
- m) An owner raised concerns regarding the transportation of pets in common areas. We are in the process of replacing the carpets and would like to avoid possible urine stains on the carpet.
- n) An owner raised concerns about the proper wearing of masks in common areas when six feet of distance cannot be maintained. We remind all owners of this at the end of every set of Council minutes during Covid!

(8) COMMITTEE REPORTS

a) APARTMENTS – NORM

- Waiting for true level to get started on the north side of the Windsor walkway and then we can carry on with the landscaping. The painting in the Kensington and the Mayfair is ongoing.

b) TOWNHOUSES – MURRAY

- Jeff Morin has been working most of the year on rot in the townhouses and this seems to be an ongoing item.
- We had Westech in to replace a curb stop in front of Th226, Ivan dug it out and filled it back in after. Discovered roots growing around pipe and actually bending it
- We are gearing up to start on the irrigation system, City Fire has completed the back flow valves testing.
- Crush will be working on drainage behind Th279, existing lines were plugged solid. Run all new lines to the catch basin to get proper drainage and eliminate flooding of patio during periods of rain.
- Crush cleaned out a drainage line behind Th242, it was plugged solid with tree roots. They attempted to clear the drainage behind Th279 and it was plugged and collapsed. They are replacing with new and running into existing catch basin

c) CLUBHOUSE - MURRAY/VICTOR

- Wicker furniture donation – thank you Jack.
- The clubhouse is still under covid-19 rules. No more than 2 people in any of the different locations within the clubhouse. You can reserve only 1 time slot per day for the use of the gym and hot tub.

Yes, it is beautiful weather and yes, the pool will be open soon, but for now the pool is empty so that the pool liner can be repaired and stretched back into place. So, plan for some time later in May for the pool to be open.

Repair work is on-going with regards to issues with hot tub.

Just as a reminder PLEASE shower removing any lotions or soap off before using the pool or the hot tub. If you don't, it causes a lot of problems and much more maintenance to keep them running. More maintenance means that they have to be shut down more often.

d) SAFETY AND SECURITY – ASHLEY

- Ashley replaced the photo electric sensor for RV Lighting and rebooted the associated electronic timer. This seems to have fixed the issue of the lights not coming on automatically.

Zenon and Ashley worked on the 3 vulnerable man gates (East gate, Mayfair/Kensington, Front) to install plates to prevent them from being easily jimmed open.

e) LANDSCAPING– BOB

- The lawns have received their first aerating, cutting, and edging of the season. Next on the crew's agenda will be moss control and fertilizing. Note that the lawns may not yet be mowed every week because it is not yet in its full growing season.

f) SOCIAL COMMITTEE

Summary of Chelsea Gardens Social Committee Meeting for April 2021

- The Social Committee met on April 7th via Zoom. We had very little activity in March, but were looking forward to putting on the Pot Pie Dinner. Barry Miller did a wonderful job once again, and produced two sandwich boards which we will put to good use! We had talked about having two food trucks for Canada Day, but they are not available then. The truck owners suggested we try a Sunday, so we will try to arrange for two or three trucks for Sunday June 13th. We have no idea what we can do for Canada Day, but we are hoping to at least have a boxed picnic meal and a collection for the Food Bank. Margy Jalbert is organizing a Chelsea style Git Up Dance, so join in if you wish. Jack has offered to make a video. Carole has offered to organize a Newcomer's Blog on Chelsea Today. Hopefully we will be able to greet them in person, before the end of the year.

g) ADMINISTRATION

- Coverage for June 4 to 10 – Ross is arranging for coverage for opening/closing.

h) PONDS AND FOUNTAINS – ASHLEY

- Jack has been doing some cleaning in the waterfall area and the fish pond. Thank you, Jack! UV filter reactivated as well as the sprayer.

i) EMERGENCY PREPAREDNESS

- Ladder request – The Strata Manager is to go back to the Committee to have them explore other options.
- RV Lot Key Request – Ashley will discuss with the Committee.

j) RV LOT – SECURITY

- All is quiet in the RV Lot except for the ladies from the dance group practicing their dance routines.

(9) NEW BUSINESS

- a) **EV Charging in the apartments** – The Strata Manager will reach out to an owner to see if they would be interested in heading a committee to explore all options.
- b) **EV Charging in Apartments** – It was **MOVED/SECONDED** to APPROVE a new rule to charge owners, using common electricity, a flat rate of \$30.00 per month. **CARRIED**
- c) **Trash and Treasure 2021**– Starting at 8:30AM on Saturday June 19th the Clutter Guys will arrive to start removing all items placed curb side for proper recycling or disposal. A list of acceptable & not acceptable items has been sent to all owners. The gates must be shut all day long due to COVID-19 and currently no donations are being accepted. Council is asking for some volunteers to help monitor the gate throughout the day. If you wish to volunteer to help with the gate, please talk to one of your council members.
- d) **Depreciation Report** – Council reviewed the project scope brought forward by McArthur Vantell Limited. It was **MOVED/SECONDED** to APPROVE McArthur Vantell Limited to proceed with providing a Depreciation Report for Strata Plan LMS 1416 – Chelsea Gardens at the cost of **\$9,450.00 (plus GST)**. **CARRIED**
- e) **First District Quote attached** – Council reviewed the quote from First District regarding the installation of ambient air temperature shut offs in both MUA's on the Windsor Building. It was **MOVED/SECONDED** to APPROVE the cost of **\$2,577.75** for the installation of 2 new thermostats with remote outdoor air temperature sensors. **CARRIED**
- f) **Cell Phone Enhancements** – Ron Plankeel will be the Council contact for negotiations with Rogers and Telus.
- g) **Memorial Bench** – Bob Hyde will work with the owner to find a suitable bench.
- h) **AGM Review** – Overall, the AGM via Zoom and directed proxy went well but, should it be necessary to continue electronic Annual or Special General Meetings in the future, owners will be encouraged to try to use the Zoom platform.
- i) **Window & Building Washing Quotes** – Tabled for discussion pending a budget review.
- j) **Solar Panels** – Bob Hyde will do some investigation on this.

(10) ADJOURNMENT

The meeting was adjourned at 3:45 PM.

The next Council meeting is Tuesday, May 18, 2021 at 1:00 PM – it will be held via Zoom.

CHELSEA GARDENS EMERGENCY PREPAREDNESS

April 2021



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

The Security Team

The co-leaders of the Security Team are Bob Greenwood and Mike Williams who both enjoy their involvement in the Chelsea Gardens community and want to do their part to ensure that this community remains positive and safe in an emergency situation.

The leaders of the team meet as necessary to plan for upcoming activities but are still in the process of forming a full team.

The primary responsibility of the Security Team is the safety and security of Chelsea Gardens and its people during a major event. The monitoring of all exit and entry points, directing and assisting emergency vehicle access when required, as well as maintaining crowd control and responding to reports of suspicious activities and occurrences may be required at such times. When not actively involved in any of the above, assistance could be provided to any other teams that requested or required it, or any other directions from the Command Team.

Since the team only has two members at present, more help is essential to be able to complete their assigned duties in an emergency. We would like to have two members per apartment building to be part of the team in an emergency situation like a power outage which would affect the fire alarm and sprinkler systems. They would be required until a commercial security company arrived. People will usually show up to assist in times of need, however what is needed at such times is trained volunteers who do not have to be directed constantly.

Can you help???

Please contact Bob at greenwood@aaec.ca or Mike at mw42201@googlemail directly, or Doug McLeod, Program Leader, at 778-591-3999 and we would be pleased to set up a day and time to talk about this with you.

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, Personal Preparedness Team and Security Team.



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.
- 👤 Maximum of 10 people outside in your bubble, that does not mean 10 people one day and 10 different people the next day

COVID-19 Vaccination Aftercare



What to expect over the next few days:

Possible side effects

Side effects are common a day or two after getting the COVID-19 vaccine. These can include:



Pain, redness, itching or swelling right away and/or 7 days after



Swollen lymph nodes under armpit



Tiredness or headache



Fever and chills



Muscle or joint soreness



Nausea and vomiting

TIPS FOR SIDE EFFECTS

Painful areas: apply a cool damp cloth or a wrapped ice pack.

Discomfort from side effects: take medication such as acetaminophen (Tylenol®) or ibuprofen (Advil®). ASA (e.g., Aspirin®) should not be given to anyone under 18 years of age.

Most side effects are not serious and should go away on their own.

Symptoms to look out for

- Some of the side effects of the vaccine are similar to symptoms of COVID-19. The vaccine will NOT cause or give you COVID-19.
- Symptoms such as a sore throat, runny nose, cough or other problems breathing are NOT side effects of the vaccine.
- If you experience ANY symptoms of COVID-19, use the BC COVID-19 Self-Assessment tool at bc.thrive.health/covid19/en
- If you are worried, contact your health care provider or call 8-1-1.
- Serious side effects after receiving the vaccine are rare. If you develop any serious side effects or a severe allergic reaction (including hives, swelling of your face, tongue or throat, or difficulty breathing), seek medical attention or call **9-1-1** right away. Tell them you've received a COVID-19 vaccine.

COVID-19

Vaccination Aftercare



BC Centre for Disease Control
Provincial Health Services Authority

Returning for the second dose of vaccine

- The person giving you the vaccine will let you know when you can return for your second dose. It is important to get both doses of the vaccine to protect you against COVID-19.
- Bring your immunization record with you for the second dose. A record of your COVID-19 immunization will also be available online through Health Gateway. To register, visit www.healthgateway.gov.bc.ca

Things to remember

- If you need to get another vaccine before you get your second COVID-19 vaccine dose, talk to your healthcare provider first about when you can receive other vaccines.
- It will take about two weeks after getting the first dose to build immunity to the virus. If you are exposed to someone with COVID-19 before or during this time, you may not yet be fully protected, so you can still get COVID-19.
- You might be contacted to participate in safety monitoring for COVID-19 vaccines. For more information go to CANVAS-COVID.ca

CONTINUE TO FOLLOW PUBLIC HEALTH GUIDELINES EVEN AFTER YOU ARE VACCINATED



Maintain physical distance of 2 metres (6 feet)



Clean your hands regularly



Wear a mask



Follow Public Health precautions and restrictions



*Division of AjM Disposal Services Ltd.

CHELSEA GARDENS LMS1416

Date: Saturday, June 19, 2021

Start Time: 8:30AM

Mark your calendars, as Clutter Guys will soon be onsite to help you de-clutter your home!

Starting at 8:30 AM our team will arrive to start removing **all items placed curbside** for proper recycling or disposal, below is a list of acceptable & not acceptable items to help you along the way.

✓ Materials Accepted:

- ✓ Appliances (Fridge, Stove, Dishwasher, AC, Freezer etc.)
- ✓ Furniture (Couch, Chair, Love Seat, Table etc.)
- ✓ Electronics (T.V, Computer, DVD Player, Vacuum, gaming systems etc.)
- ✓ Household Paint (**Must have original label & Be Sealed, No Industrial Paints Allowed**)
- ✓ Light Bulbs (Florescent "CFL" Bulbs)
- ✓ Wood (Must not exceed 6 Feet in Length)
- ✓ Scrap Metal (BBQ, Racking, etc.)
- ✓ Propane Tanks (Must be Empty)
- ✓ **Mattresses** (**\$20.00 Per Piece** Recycling Fee Includes Futons, Foamies & Box Springs)
- ✓ Car Batteries (New Item for recycling**)
- ✓ Construction (Carpet, flooring, Plastic, Cardboard etc.)

✗ Materials NOT Accepted

- ✗ **NO** Wastes that are radioactive, hazardous, Pathogenic, toxic, flammable, caustic, corrosive, explosive, or which in any way could be dangerous to the persons receiving and/or Handling them.
- ✗ **NO** Medications or Pharmaceuticals
- ✗ **NO** Drywall or Acoustic Ceiling Tiles.
- ✗ **NO** Organic/Yard Waste includes concrete, soil, bricks etc.
- ✗ **NO items weighing over 125lbs, unless broken down to manageable pieces.**
- ✗ **NO** glues or Adhesives or Drywall Mud unless 100% dried out.
- ✗ **NO** unlabeled containers of Liquid (oil, paint, fuel etc.)

******PLEASE NOTE: Mattress Recycling Fee of \$20.00 is the responsibility of each homeowner******
Please call 604-830-2309 to be added to the list of pick-ups should you have any mattresses, box springs, futons or Foamies to recycle

PLEASE ENSURE ALL ITEMS ARE PLACED AT CURBSIDE BY 8:30 AM TO AVOID MISSED PICK UPS

CURRENTLY NO DONATIONS ARE BEING ACCEPTED DUE TO COVID 19