



MONTHLY COUNCIL MEETING MINUTES

TUESDAY, DECEMBER 21, 2021

LOCATION/TIME - 1:00PM BY ZOOM CONFERENCE

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

Strata Mgt: Jesse Train and Ross Ruddick (via Zoom)

Regrets:

STRATA COUNCIL – 2021/2022

EXECUTIVES

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

COMMITTEE ASSIGNMENTS

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

CARETAKERS

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

STRATA MANAGERS: CROSSROADS

Strata Manager: Jesse Train jesse@crpm.ca
Strata Manager: Bryan Andrews bryan@crpm.ca
Senior Strata Manager: Ross Ruddick ross@crpm.ca

#215- 7455 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 1:01 PM.

(2) ADOPTION OF PREVIOUS MINUTES

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

(3) CARETAKER REPORT FOR DECEMBER 2021

I'd like to take this opportunity to wish everyone a Merry Christmas and a Happy Holiday. It has definitely been a trying year, but we are resilient and will plod our way through all this.

Fireside is once again to half capacity and although we have made no changes to the rental of the guest suites this could also change if the course of action from Bonnie Henry mandates new rules.

With very cold weather in our forecast thermostats should be turned up to 75 to maintain a temperature of 72 for the in-floor heating and fireplaces serviced and ready should we experience any problems with our heating system.

There is snow melt available at the club house entrance. Bring a container and take what you need. If there are any volunteers that would like to be put on a call list for snow removal, could you please let the office know and your name will be added to a list should your service be needed.

The big grey fobs have had a price increase and are now \$75.00 each and can be paid by either cheque or cash. The small fobs are \$15.00.

This is just a friendly reminder that bird feeders are not allowed on any decks or back patios or anywhere else inside or outside your unit. With the building across the street having had the fire and the cold wet weather we have seen an increase in rodent activity.

We have had a non-resident checking doorways for parcels left from delivery drivers. If you see someone that you think does not belong and appears to be scoping out the site, please call the office so it can be checked or if you know for sure that the person on site is stealing call 911 immediately.

I know I am going to sound like I'm repeating myself but please do not put recyclable items that have a dollar value to them in the blue bins of the parkades. On Wednesday Dec. 16 someone reported a vagrant coming out from the underground early in the morning with a bag full of what appeared to be cans and bottles.

Hot tub users are reminded to shower before entering the hot tub and that clothing worn while in the tub has been properly cleaned. Even a minute amount of laundry soap can cause foam build-up.

Parking passes have been moving out of the office at a good pace with only about 50 units left to pick their passes up. The passes are to be used if you have guests stay overnight or if they are going to be visiting for more than 4 hours. Passes have been implemented a result of abuse of the visitors parking and we are anticipating that this will help us control violations.

Peace and good will to all. John

OWNER'S APPEAL- RV Parking

- A non-resident owner appeared before Council to request a stall in the RV lot. After the owner left the meeting, the Council reviewed the bylaw and rules and it was **MOVED/SECONDED** to deny the request as the owner particulars involved did not comply with the bylaw/rules. **CARRIED**

(4) FINANCIAL REPORT - ANITA

- a) The Treasurer reviewed the Financial Statements for the month of **November, 2021** with Council. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads Management. **CARRIED**
- b) The Strata Manager provided Council with a report on arrears and fines.

Financial report: We are doing pretty good overall but in December we have had some big expenses. Gas is still high in the apartments, and water is up for everyone.

Anita reminded council that it is important that individual members review the invoices prior to indicating approval. This is especially important in the specific areas of a Council member's responsibility as they are in a position to indicate whether or not the work was to our satisfaction.

(5) BUSINESS ARISING FROM PREVIOUS MINUTES

- **Kensington Project** – Library door – Nova will change. Deficiencies have been provided to the two contractors to be addressed prior to issuing the final payments.
- **Windsor Project**- Painting is still ongoing and carpets are done. **Roy Dennis Roofing** –Started and in progress. The contractor reported that there will be the need to repair or replace some fascia due to rot but only on some units as others appear to be fine.
- **Parking Passes** –A reminder that there are still approximately 50 units who have yet to pick-up their visitor parking passes from the office when Val is on duty. You will be given two parking passes to be used by your visitors only. If you lose one you will be charged \$50.00 to replace it. If an owner observes another owner abusing the parking passes, please report to council. When picking up parking passes, you will be asked if you would like to go paperless for the council minutes which also appear on the website to save us in printing costs. Also, at this time we would like you to verify your phone number the office has for you.

(6) CORRESPONDENCE

- a) An Owner wrote to note disagreement with a letter sent to them by Council. The Council stands by its original decision but will offer a temporary privacy screen until such time as a replacement cedar fills out.
- b) One unit continues to have issues with rodents and our pest control company will do complete unit exclusion on December 27th.
- c) Council received emails from one unit noting that they have complied with the request to remove a bird feeder from their balcony. They did object to a photo that had been taken to prove the existence of the bird feeder but Council noted that this was done only after they denied having a bird feeder. The Council has spent considerable funds dealing with rodents in the unit below and, after discussion, it was **MOVED/SECONDED** to impose a fine of \$100.00 for the bylaw violation and to advise the owner that additional fines and/or chargebacks can be imposed for further violations. **CARRIED**
- d) An owner provided Council with renovation information and an alteration letter will be sent. They also asked about the decibel limit for a split air conditioning system and, although they were provided the limit of 49 decibels, it will be noted that an amendment to the bylaws will seek to increase the maximum to 55 decibels which is still extremely quiet.

- e) Council received and acted upon a written complaint about advertising notice in the condos contrary to the rule about solicitation (without Council pre-approval). Letters were sent to various owners informing them not to post notices advertising goods or services.
- f) In response to written concerns about an individual who is not vaccinated using the exercise room, and after confirmation that this was accurate, the FOB access to the clubhouse has been disabled and that individual informed that they are no longer permitted access to the clubhouse.
- g) An owner's request to install acrylic panels on a townhouse balcony was discussed by Council and referred to Murray Hill to review with the owner and contractor as regards compliance with the bylaw.
- h) An owner reported water damage from the washing machine of an upper unit. Strata insurance will not be involved due to the low dollar amount of the damages and the strata manager will advise the lower unit as to the procedures involved in charging back the upper unit's insurance carrier.
- i) A request for short term use of visitor parking by a house-sitter was approved by Council.
- j) Council reviewed two emails sent by an owner responding to a written request to remove advertising notices from the apartments. While agreeing to comply with the removal request, the owner did submit a request to revisit this prohibition at the next AGM. The Council did agree with a number of the points raised by this owner and, subject to ratification at the next AGM, did approve a new rule:
 - **RULE-** Owners are permitted to advertise items or services for sale or activities of interest on a bulletin board to be located in the parking garage lobbies and the clubhouse mail room if they are dated and are removed within 10days and are no larger than letter size (8.5" X 11"), Chelsea residents (not outside contractors) offering services may indefinitely post business cards on these bulletin boards. (Not to exceed a standard business card size) Items posted are not to be removed by other residents– It was **MOVED** and **SECONDED** to implement this new rule. This Rule will be ratified at the next AGM. **CARRIED**
- k) Council received a written objection to the holding of the Polar Bear swim due to the costs of raising the heat in the pool and ancillary staff costs. Although Council has now been advised that this year's event has been cancelled due to Covid-19, the staff will be asked to provide a report on the estimated costs for review at the next meeting.

(7) COMMITTEE REPORTS

a) APARTMENTS– NORM

- Norm did a walk-through of the Kensington and there are some deficiencies that must be addressed and also did a walk-through of the Windsor, baseboards are on, carpet is down and there are deficiencies in the Windsor that need to be addressed. Did a walk-through of the Mayfair everything looks good there are some exterior deficiencies that we can address in the Spring.

b) CLUBHOUSE – CEE–

- It was suggested that the Pub and kitchen garburators be removed and replaced with standard sink plumbing. At present it is jammed again.
- **Movie Nights for 2022:**

January 9 th	January 30 th	February 20 th	March 13 th
April 3 rd	April 24 th	May 15 th	
June 5 th	June 26 th	July 17 th	
August 7 th	August 28 th	September 18 th	
October 9 th	October 30 th	November 20 th	December 11 th

c) **TOWNHOUSES – MURRAY**

- Ongoing roofing project by RDR Roofing, Casp to finish garage doors for the year in February or sooner, if the doors arrive. TruLevel to be here in the new year for concrete repairs. Jeff Morin will be back at it in the New Year, if you have issues, you need repaired, please fill out a work order.

d) **SAFETY AND SECURITY – ASHLEY**

- We had an issue with the outbound Front Gate mechanism: it was staying open. Precision was called. An overfed rodent got caught in gear and jammed the mechanism and is with us no more. Gate still not closing, precision to return and fix.

e) **LANDSCAPING– RON – TH188 tree and root barrier**

- Shawn will get the trench at TH 213 filled with dirt next week
- Chaffer bug is attacking new lawns, will have to be added to next year's budget
- The remaining areas that require composted mulch will be completed in Jan / Feb

f) **SOCIAL COMMITTEE**

Summary of Chelsea Gardens Social Committee Meeting for December 2021

- After hosting the Lasagna Dinner, this was the first time in a while that we have showed a profit. There were many comments of appreciation from those who participated.
- The clubhouse was decorated for Christmas, and we think it looks great. We also think the volunteers did a wonderful job with the outside decorations. Christmas coffee is going ahead with vaccine passport verification, and limited numbers. Instead of payment there will be a request to donate to the Food Bank.
- **The Polar Bear Swim and New Year's has been cancelled due to Covid-19 restrictions.**
- Singing will be happening outside on Monday, December 20th. Sanitized songbooks will be available, and you are invited to follow the trailer, and sing with the broadcast recorded music. Santa will be there, and hot drinks will be served afterwards, in front of the Clubhouse.
- We are really hoping to have a welcome event for our newcomers and look forward to planning it in January.

Any event the Social Committee organizes will be done in accordance to Fraser Health and with direction from our Strata council.

g) **ADMINISTRATION**

- The review of proposed bylaw and rule amendments will take place in February after Ross returns to work with the resolution committee.

h) **PONDS AND FOUNTAINS – ASHLEY**

- Nothing to report. Pond denizens have all gone to sleep.

i) **EMERGENCY PREPAREDNESS – DOUG MCLEOD, Emergency Program Leader**

j) **RV LOT – RON**

- Nothing new to report.

k) **VOLUNTEERS – no report**

(8) NEW BUSINESS

- a) **T321 and T322 Water leak**–This may be a spindle assembly issue and will be tarped off until Jeff can deal with it.
- b) **Mice in one townhouse.** Council approved a quote for complete exclusion.
- c) **Camera Doorbells and Other Security Devices**–A number of owners are looking at installing front door cameras such as “Nest”. The Council will approve the installation of these devices **only** if the camera view captures the immediate front door area and does not look at or into any other unit. Owners will be required to submit a photo from the camera for verification.
- d) **Kensington Gate Issue** – December 6th–this issue has been completed.
- e) **Garbage Increase** – AJM Letter–Our waste removal vendor has advised Council of a large increase in 2022 pricing and we have attached the letter explaining this.
- f) **Windows and Garage Doors (or anything else) ordered by Residents**–there have been a few occasions when owners have reached out directly to some of our vendors such as windows, garage doors, plumbers, etc. and requested service. This is not permitted and all service requests must be on work orders submitted to the office or on emails submitted to the Strata Managers. If owners go direct to the vendor, the Strata Corporation will not issue payment or re-imbusement to the owners and the full costs will be their responsibility.
- g) **Mayfair Gas Valve** – The Council approved a quote to do work on a gas valve in the Mayfair.
- h) **FOB Price Increase** – Due to an increase in price from the supplier of FOBS – It was **MOVED** and **SECONDED** to raise the price to \$75.00. **CARRIED**
- i) **Snow Removal / Salting Walkways for the Holidays**–Council is seeking some volunteers to assist in walkway clearing. Please reach out to any member of Council to assist.
- j) **Smoke Complaint** – Council received a complaint about smoking causing concerns to an adjacent unit and a letter will be sent. All owners are reminded about the bylaw that pertains to this:

OWNERS / RESIDENTS ARE REMINDED OF THE FOLLOWING BYLAW

3. Use of Property

(1) An Owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that:

- (a) causes a nuisance or hazard to another person,

(9) QUOTES TO REVIEW

- a) **Clubhouse Hot Water Tank and Maintenance Quote and Other First District Quotes** – Council tabled a number of quotes from First District pending a report that the Strata Managers will seek from this contractor. Anita requested a copy of the ledger for this vendor.
- b) **Dryer Vent Cleaning Quote**- This quote was received and will be noted by the Treasurer for work to be done in 2022.

(10) ADJOURNMENT

The meeting was adjourned at 3:50 PM.

The next Council meeting is Tuesday, January 25, 2022 at 1:00 PM – Zoom or Fireside Room

MANDATORY MASK WEARING STILL 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 requirement. Stay safe everyone. Owners accessing the pub and Fireside Room for social activities may remove masks when seated but are not to “table hop”.



With Christmas on the horizon and some “snowbirds” heading south, residents are reminded about the rule regarding Christmas lights and décor:

Christmas Decorations

Christmas lights and décor (including illuminated and non-illuminated items) may be put up after November 15 but may not be turned on until November 25 in the current year and they must be taken down by January 15 of the following year. Decorative lighting and accessories for all other significant cultural, religious or civic events may be installed no sooner than two weeks before the event and must be removed no later than one week after the event.

Owners are also reminded that cut or live Christmas Trees are not permitted in townhouses or apartments as these are significant fire hazards.

CrossRoads Management has moved. We are in the same business park and the new office address is: #215 – 7455 – 132nd Street, Surrey, BC V3W 1J8 Phone, fax and email addresses will remain unchanged. Please note the new address for all mail communications.

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
November 2021
AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2021

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Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#215 - 7455 132nd Street
Surrey, BC V3W 1J8
Phone: 778-578-4445,

ASSETS

1025-0000 Bank - Westminster - Contingency	2,503,914.91
1106-0000 Insurance Claim Receivable	162,547.16
1109-0100 Due to CRF from Operating-Insurance	159,094.78

TOTAL ASSETS 2,825,556.85

LIABILITIES

2010-0000 Accounts Payable	2,673.04
2012-2500 Accrued Expenses	27,964.81

TOTAL LIABILITIES 30,637.85

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	2,569,085.96
3510-0000 Net Income - Current Year	225,833.04

TOTAL OWNERS' EQUITY 2,794,919.00

TOTAL LIABILITIES AND EQUITY 2,825,556.85

Date: DEC 15/2021
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
November 2021

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AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2021

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#215 - 7455 132nd Street
Surrey, BC V3W 1J8
Phone: 778-578-4445,

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-5000 Strata Fees - Apartment	14,024.50	14,024.50	0.00	0.00	126,220.50	126,220.50	0.00	0.00	168,294.00
4010-6000 Strata Fees - Townhome	30,511.83	30,511.83	0.00	0.00	274,606.47	274,606.47	0.00	0.00	366,142.00
TOTAL	44,536.33	44,536.33	0.00	0.00	400,826.97	400,826.97	0.00	0.00	534,436.00
4031-0000 Interest Income	1,970.25	0.00	1,970.25	0	46,904.38	0.00	46,904.38	0	0.00
4031-6000 Interest Income- Insur. L	875.00	0.00	875.00	0	7,875.00	0.00	7,875.00	0	0.00
TOTAL	2,845.25	0.00	2,845.25	0	54,779.38	0.00	54,779.38	0	0.00
TOTAL INCOME	47,381.58	44,536.33	2,845.25	6.39	455,606.35	400,826.97	54,779.38	13.67	534,436.00
6276-2021 Windsor Interior Improve	15,433.60	14,291.67	-1,141.93	-7.99	91,671.48	128,625.03	36,953.55	28.73	171,500.00
6277-2021 Apartment Urgent Repair	0.00	6,666.67	6,666.67	100.0	25,394.02	60,000.03	34,606.01	57.68	80,000.00
TOTAL EXPS. BEFORE UTILITIES	15,433.60	20,958.34	5,524.74	26.36	117,065.50	188,625.06	71,559.56	37.94	251,500.00
TOWNHOUSE EXPENSES									
6342-2021 2021 Townhouse Envelo	2,565.01	6,666.67	4,101.66	61.52	44,513.38	60,000.03	15,486.65	25.81	80,000.00
6344-2021 Garage Doors	0.00	2,916.67	2,916.67	100.0	23,284.80	26,250.03	2,965.23	11.30	35,000.00
6345-2021 Townhouse Flat Roof Re	0.00	16,666.67	16,666.67	100.0	0.00	150,000.03	150,000.03	100.0	200,000.00
TOTAL OPERATING EXPS. - T.H.	2,565.01	26,250.01	23,685.00	90.23	67,798.18	236,250.09	168,451.91	71.30	315,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6510-2021 Depreciation Report	0.00	1,000.00	1,000.00	100.0	9,922.00	9,000.00	-922.00	-10.24	12,000.00
TOTAL REPAIR & MAINT.	0.00	1,000.00	1,000.00	100.0	9,922.00	9,000.00	-922.00	-10.24	12,000.00
RECREATION CENTRE - COMMON									
6711-2021 Clubhouse Cooling & He	0.00	3,500.00	3,500.00	100.0	34,987.63	31,500.00	-3,487.63	-11.07	42,000.00
TOTAL OPER. EXPS-REC. CENTRE	0.00	3,500.00	3,500.00	100.0	34,987.63	31,500.00	-3,487.63	-11.07	42,000.00
TOTAL COMMON EXPENSES	0.00	4,500.00	4,500.00	100.0	44,909.63	40,500.00	-4,409.63	-10.89	54,000.00
TOTAL EXPENSES	17,998.61	51,708.35	33,709.74	65.19	229,773.31	465,375.15	235,601.84	50.63	620,500.00
NET INCOME (LOSS)	29,382.97	-7,172.02	36,554.99	509.6	225,833.04	-64,548.18	290,381.22	449.8	-86,064.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
November 2021

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 12/16/2021
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AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2021

Prepared For:
 Strata Plan LMS1416
 Surrey, BC

 Surrey, BC

Prepared By:
 Crossroads Management Ltd.
 #215 - 7455 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	106,986.65
1027-0000 Bank - Water Surcharge	72,781.38
1028-1300 Bank - Golf Tournament Funds	3,116.12
1029-0000 Bank - Apt Utilities	12,862.24
1030-0000 Bank - Exercise Room	1,217.49
1040-0000 Bank - Social Committee	5,758.27
1200-0000 Prepaid Insurance	159,094.78
1205-0000 Prepaid Expenses	756.41
1300-0000 Accounts Receivable	4,022.21

TOTAL ASSETS

366,812.90

LIABILITIES

2010-0000 Accounts Payable	93,861.07
2014-0000 Accrued Water & Sewer	14,572.42
2017-0000 Social Committee Fund	5,758.27
2018-0000 Exercise Room	1,217.49
2019-0000 Golf Tournament Fund	3,116.12
2035-0000 Security Deposits	300.00
2040-0000 Due to Contingency	966.00
2040-0003 Due to Contingency-Insurance	159,094.78
2170-0000 Vacation Payable	3,123.39
2250-0000 Pre-Paid Fees	537.27

TOTAL LIABILITIES

282,546.81

OWNERS' EQUITY

INSURANCE LEVY

3400-0148 Insurance Levy Income	249,999.96
3400-0149 Insurance Levy Expenses	-249,999.96

3500-0000 Net Income - Prior Years	24,002.60
3510-0000 Net Income - Current Year	61,155.63
3510-2000 Net Income - Utilities	2,490.36
3510-3000 Net Income - Water & Sewer	-3,382.50

TOTAL OWNERS' EQUITY

84,266.09

TOTAL LIABILITIES AND EQUITY

366,812.90

Date: DEC 16/2021
 Accountant: [Signature]
 Property Manager: [Signature]

**Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (Ims1416)**

**November 2021
AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2021**

Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

Prepared By:
Crossroads Management Ltd.
#215 - 7455 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	58,522.30	58,522.17	0.13	0.00	526,701.78	526,699.53	2.25	0.00	702,266.00
4012-0000 CRF Strata Fees - Apart	-14,024.50	-14,024.50	0.00	0.00	-126,220.50	-126,220.50	0.00	0.00	-168,294.00
4015-0000 Parking & Scooter Parki	487.00	458.33	28.67	6.26	4,308.00	4,124.97	183.03	4.44	5,500.00
4015-0100 EV Charging	30.00	0.00	30.00	0	210.00	0.00	210.00	0	0.00
4021-0000 Miscellaneous	-0.20	0.00	-0.20	0	0.00	0.00	0.00	0	0.00
4022-0000 Move in/out	0.00	66.67	-66.67	-100.0	2,100.00	600.03	1,499.97	249.9	800.00
4025-0000 Prior Year Surplus (Defic	1,474.75	1,474.75	0.00	0.00	13,272.75	13,272.75	0.00	0.00	17,697.00
TOTAL	46,489.35	46,497.42	-8.07	-0.02	420,372.03	418,476.78	1,895.25	0.45	557,969.00
4030-0000 Strata Fees	107,362.00	107,362.00	0.00	0.00	966,258.00	966,258.00	0.00	0.00	1,288,344.00
4032-0000 CRF Strata Fees - Town	-30,511.83	-30,511.83	0.00	0.00	-274,606.47	-274,606.47	0.00	0.00	-366,142.00
4037-0000 Prior Year Surplus	3,067.75	3,067.75	0.00	0.00	27,609.75	27,609.75	0.00	0.00	36,813.00
TOTAL	79,917.92	79,917.92	0.00	0.00	719,261.28	719,261.28	0.00	0.00	959,015.00
OTHER									
4040-0000 Rental - Fireside Lounge	50.00	41.67	8.33	19.99	250.00	375.03	-125.03	-33.34	500.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	5,400.00	5,400.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	1,035.00	333.33	701.67	210.5	4,360.00	2,999.97	1,360.03	45.33	4,000.00
4055-0000 R.V. Parking	700.00	733.33	-33.33	-4.55	6,530.00	6,599.97	-69.97	-1.06	8,800.00
4061-0000 Bylaw Fines	0.00	0.00	0.00	0	450.00	0.00	450.00	0	0.00
4062-0000 Dish and Cutlery Rental	0.00	0.00	0.00	0	25.00	0.00	25.00	0	0.00
4065-0000 Interest Income	99.35	58.33	41.02	70.32	1,233.40	524.97	708.43	134.9	700.00
4066-0000 Remote Control Sale	330.00	125.00	205.00	164.0	1,590.00	1,125.00	465.00	41.33	1,500.00
4084-0000 Keys	0.00	0.00	0.00	0	75.00	0.00	75.00	0	0.00
TOTAL OTHER	2,814.35	1,891.66	922.69	48.78	19,913.40	17,024.94	2,888.46	16.97	22,700.00
TOTAL INCOME	129,221.62	128,307.00	914.62	0.71	1,159,546.71	1,154,763.00	4,783.71	0.41	1,539,684.00
6030-0000 Apt Janitor/Contract Ser	2,089.50	1,700.00	-389.50	-22.91	14,428.99	15,300.00	871.01	5.69	20,400.00
6208-0000 Building Maint. - Apartm	2,050.71	3,333.33	1,282.62	38.48	14,353.53	29,999.97	15,646.44	52.15	40,000.00
6215-0000 Equipment Maint.-Apart	3,602.73	5,167.50	1,564.77	30.28	66,761.71	46,507.50	-20,254.21	-43.55	62,010.00
6268-0050 Elevator Maint. - Apartm	1,079.85	1,458.33	378.48	25.95	13,038.81	13,124.97	86.16	0.66	17,500.00
6275-0000 Gate & Door Maint. - Ap	0.00	500.00	500.00	100.0	3,817.07	4,500.00	682.93	15.18	6,000.00
6279-0000 Garbage Pick-up - Apts.	2,730.06	2,175.00	-555.06	-25.52	19,937.58	19,575.00	-362.58	-1.85	26,100.00
TOTAL EXPS. BEFORE UTILITIES	11,552.85	14,334.16	2,781.31	19.40	132,337.69	129,007.44	-3,330.25	-2.58	172,010.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	4,397.74	4,834.92	437.18	9.04	32,683.57	43,514.28	10,830.71	24.89	58,019.00
6320-0000 Garbage Pick-up - Town	4,615.80	5,108.33	492.53	9.64	46,054.32	45,974.97	-79.35	-0.17	61,300.00
TOTAL OPERATING EXPS. - T.H.	9,013.54	9,943.25	929.71	9.35	78,737.89	89,489.25	10,751.36	12.01	119,319.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	11,838.75	12,070.00	231.25	1.92	106,548.75	108,630.00	2,081.25	1.92	144,840.00
6425-0000 Drainage Repair & Maint	2,972.18	1,250.00	-1,722.18	-137.7	13,736.18	11,250.00	-2,486.18	-22.10	15,000.00
6435-0000 Plant Replacement & Im	1,811.25	1,250.00	-561.25	-44.90	8,294.72	11,250.00	2,955.28	26.27	15,000.00
6440-0000 Irrigation System	0.00	333.33	333.33	100.0	1,655.99	2,999.97	1,343.98	44.80	4,000.00
6455-0000 Snow Removal	0.00	833.33	833.33	100.0	600.00	7,499.97	6,899.97	92.00	10,000.00
TOTAL LANDS. & GROUNDS	16,622.18	15,736.66	-885.52	-5.63	130,835.64	141,629.94	10,794.30	7.62	188,840.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	1,805.19	1,583.33	-221.86	-14.01	13,903.99	14,249.97	345.98	2.43	19,000.00
6515-0000 Equipment Rep. & Maint	25.00	1,333.33	1,308.33	98.12	11,643.19	11,999.97	356.78	2.97	16,000.00
6520-0000 Supplies Equipment - Co	158.22	466.67	308.45	66.10	737.73	4,200.03	3,462.30	82.44	5,600.00
6525-0000 Supplies Maintenance-C	0.00	375.00	375.00	100.0	1,751.84	3,375.00	1,623.16	48.09	4,500.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.0	43.12	375.03	331.91	88.50	500.00
6535-0000 Enterphone and Security	4,295.89	791.67	-3,504.22	-442.6	6,900.88	7,125.03	224.15	3.15	9,500.00
6560-0000 Gate Repair & Maint. - C	225.75	250.00	24.25	9.70	1,027.27	2,250.00	1,222.73	54.34	3,000.00

**Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (Ims1416)
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AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2021

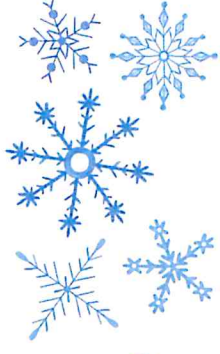
	<u>MTD Actual</u>	<u>MTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>Annual</u>
6565-0000 Pest Control - Common	913.94	666.67	-247.27	-37.09	6,838.33	6,000.03	-838.30	-13.97	8,000.00
TOTAL REPAIR & MAINT.	7,423.99	5,508.34	-1,915.65	-34.78	42,846.35	49,575.06	6,728.71	13.57	66,100.00
UTILITIES									
6576-0000 Electricity	166.00	175.00	9.00	5.14	1,461.05	1,575.00	113.95	7.23	2,100.00
6577-0000 Electricity Ponds - Com	359.00	416.67	57.67	13.84	3,210.91	3,750.03	539.12	14.38	5,000.00
6580-0000 Electricity Stream - Com	701.00	683.33	-17.67	-2.59	6,039.09	6,149.97	110.88	1.80	8,200.00
6595-0000 Telephone Caretaker	139.99	150.00	10.01	6.67	1,189.36	1,350.00	160.64	11.90	1,800.00
TOTAL UTILITIES	1,365.99	1,425.00	59.01	4.14	11,900.41	12,825.00	924.59	7.21	17,100.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	302.80	125.00	-177.80	-142.2	690.30	1,125.00	434.70	38.64	1,500.00
6690-0000 Electricity - RV Lot	66.00	79.17	13.17	16.64	630.86	712.53	81.67	11.46	950.00
TOTAL OPERATING EXPS-RV LOT	368.80	204.17	-164.63	-80.63	1,321.16	1,837.53	516.37	28.10	2,450.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	226.67	833.33	606.66	72.80	3,177.83	7,499.97	4,322.14	57.63	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	328.90	1,750.00	1,421.10	81.21	16,680.78	15,750.00	-930.78	-5.91	21,000.00
6715-0000 Lock Up Costs - Rec. Ce	135.00	125.00	-10.00	-8.00	675.00	1,125.00	450.00	40.00	1,500.00
6720-0000 Guest Suites Telephone-	100.52	58.33	-42.19	-72.33	668.28	524.97	-143.31	-27.30	700.00
6725-0000 Exercise Equip R & M-R	0.00	500.00	500.00	100.0	442.34	4,500.00	4,057.66	90.17	6,000.00
6730-0000 Workshop R & M-Rec. C	0.00	125.00	125.00	100.0	0.00	1,125.00	1,125.00	100.0	1,500.00
6735-0000 Pool Repair & Maint.-Re	0.00	708.33	708.33	100.0	2,717.83	6,374.97	3,657.14	57.37	8,500.00
6740-0000 Pool Supplies & Chemic	0.00	333.33	333.33	100.0	2,742.36	2,999.97	257.61	8.59	4,000.00
6750-0000 Cleaning Supplies-Rec.	228.46	166.67	-61.79	-37.07	1,690.13	1,500.03	-190.10	-12.67	2,000.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	315.00	749.97	434.97	58.00	1,000.00
6764-0000 Electricity - Rec. Centre	1,607.00	1,791.67	184.67	10.31	14,369.93	16,125.03	1,755.10	10.88	21,500.00
6765-0000 Gas - Rec. Centre	1,087.56	1,141.67	54.11	4.74	10,038.72	10,275.03	236.31	2.30	13,700.00
TOTAL OPER. EXPS-REC. CENTRE	3,714.11	7,616.66	3,902.55	51.24	53,518.20	68,549.94	15,031.74	21.93	91,400.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,344.54	5,375.00	30.46	0.57	45,443.89	48,375.00	2,931.11	6.06	64,500.00
6830-0000 Caretaker Assistant Wag	1,595.13	1,625.00	29.87	1.84	14,470.10	14,625.00	154.90	1.06	19,500.00
6865-0000 R. C. Janitor Wages and	1,680.00	1,791.67	111.67	6.23	12,601.47	16,125.03	3,523.56	21.85	21,500.00
6875-0000 Payroll Costs	888.72	935.00	46.28	4.95	8,258.19	8,415.00	156.81	1.86	11,220.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	189.64	1,125.00	935.36	83.14	1,500.00
TOTAL SALARIES & PAYROLL COS	9,508.39	9,851.67	343.28	3.48	80,963.29	88,665.03	7,701.74	8.69	118,220.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	0.00	33.33	33.33	100.0	0.00	299.97	299.97	100.0	400.00
6915-0000 Supplies	0.00	83.33	83.33	100.0	634.65	749.97	115.32	15.38	1,000.00
6920-0000 Telephone & Cable - Offi	267.04	433.33	166.29	38.37	3,512.34	3,899.97	387.63	9.94	5,200.00
TOTAL OFFICE EXPENSES	267.04	549.99	282.95	51.45	4,146.99	4,949.91	802.92	16.22	6,600.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	0.00	416.67	416.67	100.0	3,096.24	3,750.03	653.79	17.43	5,000.00
6975-0000 Council Expenses - Adm	2,483.84	266.67	-2,217.17	-831.4	2,483.84	2,400.03	-83.81	-3.49	3,200.00
6980-0000 Legal Expenses	0.00	41.67	41.67	100.0	203.66	375.03	171.37	45.70	500.00
6984-0000 Postage and Printing	520.13	1,458.33	938.20	64.33	13,118.36	13,124.97	6.61	0.05	17,500.00
6985-0000 Insurance Appraisal	0.00	16.67	16.67	100.0	0.00	150.03	150.03	100.0	200.00
6990-0000 Insurance Premiums	53,031.58	53,031.58	0.00	0.00	477,284.22	477,284.22	0.00	0.00	636,379.00
6992-0000 Insurance Carrying Char	875.00	875.00	0.00	0.00	7,875.00	7,875.00	0.00	0.00	10,500.00
7000-0000 Management Fees	6,018.00	6,018.00	0.00	0.00	54,162.00	54,162.00	0.00	0.00	72,216.00
7010-0000 Property Taxes - Admin.	0.00	33.33	33.33	100.0	554.00	299.97	-254.03	-84.69	400.00
7020-0000 Security - Admin.	0.00	416.67	416.67	100.0	302.35	3,750.03	3,447.68	91.94	5,000.00
7023-0000 Emergency Preparednes	515.89	500.00	-15.89	-3.18	2,277.26	4,500.00	2,222.74	49.39	6,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	90.00	112.50	22.50	20.00	150.00
7030-0000 Strata Web Site	0.00	33.33	33.33	100.0	160.04	299.97	139.93	46.65	400.00
7050-0000 Miscellaneous	-0.20	0.00	0.20	0	0.09	0.00	-0.09	0	0.00
7051-0000 Statutory Financial Revi	0.00	16.67	16.67	100.0	176.40	150.03	-26.37	-17.58	200.00
TOTAL ADMINISTRATION EXPENSE	63,454.24	63,137.09	-317.15	-0.50	561,783.46	568,233.81	6,450.35	1.14	757,645.00
TOTAL COMMON EXPENSES	102,724.74	104,029.58	1,304.84	1.25	887,315.50	936,266.22	48,950.72	5.23	1,248,355.00
TOTAL EXPENSES	123,291.13	128,306.99	5,015.86	3.91	1,098,391.08	1,154,762.91	56,371.83	4.88	1,539,684.00
NET INCOME (LOSS)	5,930.49	0.01	5,930.48	59.30	61,155.63	0.09	61,155.54	67.95	0.00

Budget Comparison (Accrual)
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AS OF THE 9TH MONTH ENDING NOVEMBER 30, 2021

	<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>
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	12,768.08	12,768.08	0.00	0.00	114,912.72	114,912.72	0.00	0.00	153,217.00
9262-0000 Utilities Interest Income	17.49	0.00	17.49	0	99.79	0.00	99.79	0	0.00
9264-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	-5,101.46	-5,101.00	-0.46	-0.01	-5,101.00
Total Apartment Utilities	12,785.57	12,768.08	17.49	0.14	109,911.05	109,811.72	99.33	0.09	148,116.00
UTILITY EXPENSES									
Hydro - Apartments									
9360-0000 Electricity Kens & Mayfai	2,549.00	2,500.00	-49.00	-1.96	22,788.21	22,500.00	-288.21	-1.28	30,000.00
9365-0000 Electricity Windsor	1,551.00	1,691.67	140.67	8.32	14,440.26	15,225.03	784.77	5.15	20,300.00
Total Electricity - Apart.	4,100.00	4,191.67	91.67	2.19	37,228.47	37,725.03	496.56	1.32	50,300.00
Gas - Apartments									
9410-0000 Gas - Mayfair	2,121.51	1,716.67	-404.84	-23.58	14,359.07	15,450.03	1,090.96	7.06	20,600.00
9420-0000 Gas - Kensington	4,189.71	3,226.33	-963.38	-29.86	28,686.62	29,036.97	350.35	1.21	38,716.00
9430-0000 Gas - Windsor	4,060.66	3,208.33	-852.33	-26.57	27,146.53	28,874.97	1,728.44	5.99	38,500.00
Total Gas - Apartment	10,371.88	8,151.33	-2,220.55	-27.24	70,192.22	73,361.97	3,169.75	4.32	97,816.00
TOTAL UTILITIES - APARTMENT	14,471.88	12,343.00	-2,128.88	-17.25	107,420.69	111,087.00	3,666.31	3.30	148,116.00
NET INCOME (LOSS) UTILITIES	-1,686.31	425.08	-2,111.39	-496.7	2,490.36	-1,275.28	3,765.64	295.2	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	5,564.83	5,564.83	0.00	0.00	50,083.47	50,083.47	0.00	0.00	66,778.00
9700-0000 Water - Townhouses	8,138.50	8,138.50	0.00	0.00	73,246.50	73,246.50	0.00	0.00	97,662.00
9725-0000 Water - Interest Income	56.79	0.00	56.79	0	424.23	0.00	424.23	0	0.00
9745-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	10,428.57	10,429.00	-0.43	0.00	10,429.00
TOTAL WATER INCOME	13,760.12	13,703.33	56.79	0.41	134,182.77	133,758.97	423.80	0.32	174,869.00
WATER EXPENSE									
9850-0000 Water Usage	14,572.42	14,572.42	0.00	0.00	137,565.27	131,151.78	-6,413.49	-4.89	174,869.00
TOTAL WATER	14,572.42	14,572.42	0.00	0.00	137,565.27	131,151.78	-6,413.49	-4.89	174,869.00
NET INCOME (LOSS) WATER	-812.30	-869.09	56.79	6.53	-3,382.50	2,607.19	-5,989.69	-229.7	0.00



JANUARY 2022 EVENTS

ALL EVENTS ARE SUBJECT TO CANCELLATION

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27 Arts & Crafts 1-4 pm Canasta 6:45 pm	28 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:00 pm	29 Dance 1:30 Whist 7 pm Poker 6 pm	30 Bible Study 1pm Euchre 7 pm Bridge 6:30 pm	31 New Year's Eve Buffet Dinner doors open 5:30 dinner at 6:00	1
2	3 Arts & Crafts 1-4 pm Canasta 6:45 pm Ladies' Snooker	4 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:00 pm	5 Dance 1:30 Whist 7 pm Poker 6 pm	6 Bible Study 1pm Euchre 7 pm Bridge 6:30 pm	7 Pub Night BYOB	8
9 Movie Night 7:00 pm 	10 Arts & Crafts 1-4 pm Canasta 6:45 pm Ladies' Snooker	11 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:00 pm	12 Dance 1:30 Whist 7 pm Poker 6 pm	13 Bible Study 1pm Euchre 7 pm Bridge 6:30 pm	14 Pub Night BYOB	15
16	17 Arts & Crafts 1-4 pm Canasta 6:45 pm Ladies' Snooker	18 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:00 pm	19 Dance 1:30 Whist 7 pm Poker 6 pm	20 Bible Study 1pm Euchre 7 pm Bridge 6:30 pm	21 Pub Night BYOB	22
23	24 See activities above for events on these days 31	25 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7:00 pm	26 Dance 1:30 Whist 7 pm Poker 6 pm	27 Bible Study 1pm Euchre 7 pm Bridge 6:30 pm	28 Pub Night BYOB	29
30 Movie Night 7:00 pm						

MASKS ARE MANDATORY IN THE CLUBHOUSE

EVENTS AT A GLANCE
See posters for more details

Movie Night
January 9 & 30
7:00 pm

EXERCISE CLASSES
Mondays and Thursdays
WEIGHTS & BANDS 9:00am
WALK AWAY THE POUNDS 9:30am

Tuesdays and Fridays
OSTEO 9:00 am

Play SNOOKER/ POOL/ BILLIARDS
Anytime