



MONTHLY COUNCIL MEETING MINUTES

TUESDAY, JUNE 21, 2022

LOCATION/TIME – FIRESIDE ROOM - 1:00 PM

Council: Murray Hill, Anita Thompson, Norm Reid, Bob Hyde, Ron Plankeel & Paul Dhaliwal.
Strata Mgt: Jesse Train and Ross Ruddick
Regrets: There were no regrets.

STRATA COUNCIL – 2022/2023

EXECUTIVES

Murray Hill - K406
Bob Hyde - T102
Anita Thompson - W325
Norm Reid - T302
Ron Plankeel - T272
Paul Dhaliwal - T172
Non-Council volunteer
Ashley Orton - T243

COMMITTEE ASSIGNMENTS

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

CARETAKERS

Simon Parford Hours: 7:00 AM - 3:30 PM - Monday to Friday
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 1:03 PM.

(2) ADOPTION OF PREVIOUS MINUTES

It was noted that a correction was required from the last minutes under caretaker's report that it was said flood and water damaged sourced and monitored units 243-244. These are not the correct unit numbers. With this correction noted, it was **MOVED** and **SECONDED** to adopt the minutes of the May 24, 2022 meeting. **CARRIED**

(3) CARETAKER REPORT FOR APRIL 2022

The caretaker provided Council with a point form summary of activities over the past month. These included:

Cleared 12 work orders, finished up final trim and paint touch ups spa, reattached all spa signage, painted and retouched paint condos, Inventory, ordered and received pool supplies, pick up supplies on going, made progress reconciling old work orders, Contractor oversight- Shaw access all electric rooms. National Air resident inquiries and issues, Inspected leak at 322. Called Westech and set up key in case shut off necessary, plugged siding vents clubhouse bird nesting prevention, worked with Atlas on pest and rodent exclusion learn procedure, Completed daily rounds reported Mechanical room and security issues, cleaned gutters 6 units, Maintained pool and spa to high level of Fraser Health standards, shocked and vacuumed reflection pond, scrubbed pool deck pond, drained and scrubbed both Mayfair/Kensington ponds, Drained and scrubbed half round pond at clubhouse entrance, Drained and scrubbed full round pond in roundabout

(4) FINANCIAL REPORT - ANITA

a) The Treasurer reviewed the Financial Statements for the month of **May, 2022** with Council. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads Management. **CARRIED**

This is our busiest part of the year and we spent more money than we took in, but we are still in the positive.

We have been getting notices from some suppliers saying they are putting a fuel charge on their bills until the price of fuel comes down. The fuel charges range from 5%-10%. Peak Glass, who we use for our windows, just sent a notice saying their prices are going up to 40% and that's not including a fuel charge.

Our Water reads are doing okay for this time of year.

Just a reminder for the apartments to break down the cardboard in the bins. **We pay for dead air space if they are not broken down.**

b) The Strata Manager provided Council with a report on arrears and fines. The Strata Managers will follow up with the Owners by sending out arrears' letters.

(5) BUSINESS ARISING FROM PREVIOUS MINUTES

- a) **Caretaker Update** – Council did decide to part ways with Arvin and do wish him well. The Council will return to regular weekly update meetings on most Wednesday mornings.
- b) **New Mechanical Contractor** – After reviewing three quotations for a new mechanical service company, it was **MOVED/SECONDED** and **CARRIED** to engage the services of Ashton Mechanical Group. Council asked that they commence the servicing as soon as possible and, in particular, turn on the AC on the make-up air units in the apartments.
- c) **Catch Basin Cleaning** – The Strata Manager will be obtaining more quotations to do areas that were missed.
- d) **Flat Roof Project** – A project manager has been engaged and is now developing specifications to put out to tender. One meeting attendee asked that a particular roofing company be included in the bidding process.
- e) **Council Resignation and Replacement** – Council has received a resignation from Ron Plankeel and they would like to thank him for his service to the Strata Corporation. Ron did indicate that he will continue to volunteer in many areas. It was **MOVED/SECONDED** and **CARRIED** to appoint Ashley Orton to complete the remainder of Ron's term until the AGM in 2023. Ashley will be assuming Ron's various committee assignments.
- f) **Sewer Rods** – Norm is still attempting to source these.
- g) **Trash and Treasure – Gates** – Open Friday, Closed Saturday.

(6) CORRESPONDENCE

- Owner wrote with suggestion of moving to a touch button rather than ones that require pressure to accommodate individuals with medical concerns. – Council will investigate the feasibility and pricing of this.
- Owner wrote seeking clarification of some items in previous minutes. The Council directed the strata managers to reply.
- Owner wrote with request for authorization to put 1-inch lava rock in bedding plants and shrubs. Council denied this request as it is contrary to the rules.
- Owner wrote to inform there were no work orders available. Landscaping issues were mentioned and Ashley will follow up with the landscaping contractor.
- Owner wrote to inquire about window skylight washing – This will be addressed this season.
- Owner wrote regarding pest control and building exclusion will be explored.
- Owner wrote to inquire about Council's decision regarding a content policy deductible being re-imbursed. Council is not permitted to do that and the owner will be advised.
- Owner wrote to inquire about having a gas line installed at their own expense in an upper unit. The Council has no problem with this but the owner will need to get the cooperation of the owner of the lower unit as to the routing of the gas line.
- Owner wrote to note that owners have been dumping plants and shrubs (removed by them) in an area behind the Windsor. This type of material should be placed in your organic bin or in a large garden disposal bag for pick up by our waste removal company.

- Owner wrote with suggestion for the planned Kid's Pool Party on July 16th. The Council approved the request with some modifications.
- Owner wrote regarding the pool rules sign relating to family times. It should be noted that, in addition to family time (with kids) being from 11:00 AM to 1:00 PM, an extra hour from 5:00 PM to 6:00 PM (except on Friday) is also available.
- Owner wrote an appreciation letter for the decision to keep Val on site.
- Owner wrote to ask for authorization to plug in a trickle charger and this was approved but there is a monthly fee.
- Several owners wrote to council on an issue and Council has asked the Strata Manager to deal with it further.

(7) COMMITTEE REPORTS

a) APARTMENTS– NORM

- The Windsor has had some issues with some of the plumbing in the mechanical room. Westech was called in to investigate.
- The Kensington still seems to be a problem with the cardboard not been broken down before it's put into the cardboard container.
- Mayfair there seems to be an ongoing problem with the front door lock. Ashley and Zenon looked at it and they have done their best to rectify the problem.

b) CLUBHOUSE – PAUL

Paul provided Council with an extensive quotation from Pumphouse Fitness for the maintenance and/or recommended replacement of various pieces of equipment in the gym. Council did discuss and is in favour of moving forward on a number of them but will ask our very handy volunteer, Zenon Jalbert, to assess the machines first.

c) TOWNHOUSES – MURRAY

- Townhouse Repairs- Jeff is back continuing on with townhouse repairs, drainage pipe plugged with roots at Th183, had to remove slabs from walkway, replace piping, pour 3 new slabs in the walkway. Water leak at Th322 is being repaired by Westech, gutter cleaning is ongoing. If you notice any issues, please put in a work order as it makes it hard to fix if we don't know about the problem.
- Unit T116 has two issues on a work order. One is a cracked driveway which I advised him was not a tripping hazard and so could possibly be dealt with when and if we had several cracks in concrete to fill. His other issue was his garage door which is an original and which he claims leaks.

d) SAFETY AND SECURITY – ASHLEY

- This has been the month of several failures of the apartment door locks. We had various issues with all 3 apartment buildings and one front door at the Clubhouse. The mechanisms are 25+ years old and various components are failing. Zenon and Ashley have been working on them. Replacement parts were ordered, but we were not able to order all in the needed quantities, but we should be able to get the rest within a month. What parts we were able to order have been installed and the doors are secure. As we can order the remaining parts, we will replace them.

- The Mayfair front door had issues due to a failed door strike. Zenon & Ashley worked on it. It was replaced with new strike that, in turn, had a manufacturing defect. They were able to fix that defect and it is functional again.
- The Windsor parkade door mechanism also failed, helped in part by a resident forcing the door after it failed. Please do not force malfunctioning doors – if there is an issue, use another door and report the issue to the caretaker.
- The RV lot alarm system is still being worked on.
- The Clubhouse Security Camera system has had its storage upgraded as per plan. The issue with the camera in the mailroom has been corrected.
- The left-hand door alarm in the Fireside room died. Took the opportunity to replace all the 4-door alarm batteries. Update: new alarm purchased and installed and tested on June 23
- Our gate contractor brought it to our attention that both the Front Gate Battery Backup units were dead. His suggestion was completely changing out the whole unit times two. The estimate for replacement of both units was \$12,000.00+ GST. Ashley researched the unit and found the battery back up could be repaired easily for considerably less. Update: Parts received and Zenon and his somewhat able sidekick Ashley removed and refurbished the units, re-installed and tested them successfully. Total cost under \$230.00 with tax. These battery backups will need the batteries changed every 5 years. The old ones were 8 years old and non-functional. The actual motors are in good condition and the belts and chains were recently replaced. At the slight risk of repeating myself, most of this was due to Zenon's knowledge and help. This has saved us more than \$12,000.00!!

e) **LANDSCAPING – RON**

- TH#194 will have the front yard done by the first week of July (later than was hoped for)
- TH#322 had the front yard ripped up again due to another water leak, luckily the plants were easy to remove.
- The lawns have been fertilized and will be done again later
- Aeration of the lawns will not be done to try and limit the spread of the chaffer bug

f) **SOCIAL COMMITTEE – The July 2022 Social Calendar is attached to these Minutes.**

- This past month we welcomed Jan Bergman as a new member to our committee and welcomed Cindy Herbstreit as the new coordinator for Wednesday Coffee. We are very grateful to both volunteers, and we hope that everyone will join us in treating them kindly, as they start their new duties.
- It was unfortunate that John Unger couldn't join us for the pub night sendoff, but Ivan and Valerie were able to attend, and the gifts and cards that so many brought for John were presented to him later. They were appreciated.
- Our June Cash bar was a simple pizza night, giving our volunteers and committee members a chance to devote more time to Canada Day Celebrations. We hope that many of our residents will join us on Canada Day in front of the Clubhouse for our Cash Bar, Chelsea Dancers, Trivia Contest, Chelsea's Oldie Weds Game, and our boxed Picnic Dinner. Please leave your chairs at home, as we will set up tables, canopies, and chairs. We will be asking for volunteers for this event, so please help if you are able.

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

g) **ADMINISTRATION**

- Council decided to return to regular weekly Zoom Meetings with the caretaker.

h) **PONDS AND FOUNTAINS – RON**

- All the fountains and streams are functioning and cleaned.

i) **EMERGENCY PREPAREDNESS – Doug McLeod / Emergency Program Leader**

No report this month.

j) **RV LOT – PAUL**

- Bill Steer is selling his RV, but has agreed to remain on the RV Committee.

k) **IRRIGATION – The irrigation system will now be activated with the arrival of warmer weather.**

(8) NEW BUSINESS

- a) **Lock-Up Rate** – The compensation for doing lock-up will be increased slightly with the 2023 budget.
- b) **Name Tags and Photos of Staff** – An owner did suggest that staff wear name tags and that their photos be in the office. We do already have photos of Val and Simon but name tags may be a safety concern so Simon will be encouraged to wear the florescent vest.
- c) **Clubhouse Vents** – This has been completed to Council's satisfaction.
- d) **Westech Quotes** – It was **MOVED/SECONDED** to accept three quotations from Westech Plumbing and Heating for a number of urgent repairs. **CARRIED**
- e) **WESCAN Mess Left Behind** – Jesse Train is dealing with our compactor contractor about the mess left behind with the container is pulled out.
- f) **Vent Cleaning** – TH231 reported that a vent is broken in the wall before passes through the ceiling. This will be repaired as soon as possible.
- g) **Fire Alarm Testing** – This is done the 1st Tuesday of Every Month. Norm or Paul will assist the caretaker in this as it is a two-person job.
- h) **Blue Bins** - Townhouse owners are reminded that your blue bins must have a lid or a top that will not blow off. A recent walk around found 46 boxes without any type of cover and some with a piece of wood or metal as a top. The problem is that, without a secured lid or a weight on the cover, a good wind will spread papers and food wrappers around. Council will be instructing the waste disposal company not to collect recycling from blue bins that are not properly securing the contents with a lid or a weight on the cover. We also ask that all organic, waste and recycling bins be placed about 12" from the lawn so that the landscapers do not have to move them.
- i) **Insurance Deductible for earthquake** – In response to an inquiry from an owner about their possible share of the strata's earthquake deductible in the event of a catastrophic earthquake, the Senior Strata Manager shared the following:

Although we ballpark the number for simplicity, there is often a need to properly calculate the earthquake exposure based on unit entitlement in the event of a major or total loss.

To do so:

- Cost of reconstruction is \$160,000,000.00 based on our current appraisal
- Earthquake deductible is 15% and that equals \$24,000,000.00
- Divided by the total unit entitlement of all townhouses and the three apartments which is 535,983
- Times the unit entitlement of an individual unit and for this example we are using 1207. Owners can find out their individual and exact unit entitlement from the fee schedule put out with the AGM notice and Minutes. Unit entitlement determines your share of the total operating costs of the Strata Corporation and is based on the habitable square footage of each unit.
- Comes out to a possible exposure of \$54,046.49 based on this unit entitlement.
- Obviously less if the loss is lower and possibly more if there is a shortfall in the covered loss. IE-.if, instead of \$160 million...actual reconstruction costs \$170 million
- Interest upon destruction as shown on the Strata Plan would only come into play if the owners decided to wind down the strata corporation and accept a cash settlement for the loss and sold the land.
- Often your content insurer will want to know an exact exposure number in order to properly provide you coverage so do retain this formula. The only number that will change annually is the cost of reconstruction or possibly the deductible percentage.

(9) ADJOURNMENT

The meeting was adjourned at 4:04 PM.

The next Council meeting is Tuesday, July 26, 2022 at 1:00 PM – Likely in the Fireside Room

MASKS, ALTHOUGH NO LONGER MANDATORY, ARE STRONGLY RECOMMENDED IN ALL COMMON AREAS OF THE CLUBHOUSE AND THE APARTMENTS. OWNERS WHO HAVE TESTED POSITIVE FOR COVID ARE REQUIRED TO QUARANTINE FOR A PERIOD OF FIVE DAYS AND THEN, AFTER THAT QUARANTINE PERIOD, WEAR MASKS FOR FIVE DAYS WHETHER INSIDE OR OUTSIDE



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)
May 2022
AS OF THE 3RD MONTH ENDING MAY 31, 2022

Page 1
06/16/2022
11:54 AM

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	1,158,783.31
1038-1286 WSCU GIC - 1.33% - Mar.8/23	500,000.00
1038-1287 WSCU GIC - 1.33% - Mar.8/23	500,000.00
1106-0000 Insurance Claim Receivable	162,547.16
1109-0100 Due to CRF from Operating-Insurance	491,364.00

TOTAL ASSETS 2,812,694.47

LIABILITIES

2010-0000 Accounts Payable	2,492.56
----------------------------	----------

TOTAL LIABILITIES 2,492.56

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	2,666,944.14
3500-0500 Prior Year-Adjustment	9,196.94
3510-0000 Net Income - Current Year	134,060.83

TOTAL OWNERS' EQUITY 2,810,201.91

TOTAL LIABILITIES AND EQUITY 2,812,694.47

Date: JUN. 16, 2022
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
May 2022
AS OF THE 3RD MONTH ENDING MAY 31, 2022

Page 1
06/16/2022
11:55 AM

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	16,829.42	16,829.42	0.00	0.00	50,488.26	50,488.26	0.00	0.00	201,953.00
4010-6000 Strata Fees - Townhome	36,614.17	36,614.17	0.00	0.00	109,842.51	109,842.51	0.00	0.00	439,370.00
TOTAL	53,443.59	53,443.59	0.00	0.00	160,330.77	160,330.77	0.00	0.00	641,323.00
4031-0000 Interest Income	1,702.22	0.00	1,702.22	0	4,767.85	0.00	4,767.85	0	0.00
4031-6000 Interest Income- Insur. L	916.67	0.00	916.67	0	2,750.01	0.00	2,750.01	0	0.00
TOTAL	2,618.89	0.00	2,618.89	0	7,517.86	0.00	7,517.86	0	0.00
TOTAL INCOME	56,062.48	53,443.59	2,618.89	4.90	167,848.63	160,330.77	7,517.86	4.69	641,323.00
6278-2022 Apt Boilers Replace/Rep	0.00	0.00	0.00	0	12,353.25	0.00	-12,353.25	0	0.00
TOTAL EXPS. BEFORE UTILITIES	0.00	0.00	0.00	0	12,353.25	0.00	-12,353.25	0	0.00
TOWNHOUSE EXPENSES									
6342-2022 2022 Townhouse Envelo	6,189.24	7,083.33	894.09	12.62	13,373.38	21,249.99	7,876.61	37.07	85,000.00
6344-2022 Garage Doors	0.00	3,333.33	3,333.33	100.0	7,019.25	9,999.99	2,980.74	29.81	40,000.00
6345-2022 Townhouse Flat Roof Re	0.00	16,666.67	16,666.67	100.0	-426.30	50,000.01	50,426.31	100.8	200,000.00
TOTAL OPERATING EXPS. - T.H.	6,189.24	27,083.33	20,894.09	77.15	19,966.33	81,249.99	61,283.66	75.43	325,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6512-2022 Security Enhancements	1,131.94	291.67	-840.27	-288.0	1,468.22	875.01	-593.21	-67.79	3,500.00
TOTAL REPAIR & MAINT.	1,131.94	291.67	-840.27	-288.0	1,468.22	875.01	-593.21	-67.79	3,500.00
RECREATION CENTRE - COMMON									
6707-2022 Clubhouse Roof Replace	0.00	12,500.00	12,500.00	100.0	0.00	37,500.00	37,500.00	100.0	150,000.00
6711-2022 Clubhouse Cooling & He	0.00	2,500.00	2,500.00	100.0	0.00	7,500.00	7,500.00	100.0	30,000.00
TOTAL OPER. EXPS-REC. CENTRE	0.00	15,000.00	15,000.00	100.0	0.00	45,000.00	45,000.00	100.0	180,000.00
TOTAL COMMON EXPENSES	1,131.94	15,291.67	14,159.73	92.60	1,468.22	45,875.01	44,406.79	96.80	183,500.00
TOTAL EXPENSES	7,321.18	42,375.00	35,053.82	82.72	33,787.80	127,125.00	93,337.20	73.42	508,500.00
NET INCOME (LOSS)	48,741.30	11,068.59	37,672.71	340.3	134,060.83	33,205.77	100,855.06	303.7	132,823.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
May 2022
AS OF THE 3RD MONTH ENDING MAY 31, 2022

Page 1
06/16/2022
02:18 PM

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	84,006.60
1027-0000 Bank - Water Surcharge	51,422.43
1028-1300 Bank - Golf Tournament Funds	3,134.83
1029-0000 Bank - Apt Utilities	3,337.23
1030-0000 Bank - Exercise Room	1,224.80
1040-0000 Bank - Social Committee	5,792.84
1111-0311 Due to Operating from Utilities	7,674.77
1200-0000 Prepaid Insurance	491,364.00
1205-0000 Prepaid Expenses	1,179.05
1300-0000 Accounts Receivable	7,589.37
1301-0000 A/R - Other	50.00

TOTAL ASSETS

656,993.27

LIABILITIES

2010-0000 Accounts Payable	44,043.67
2012-2500 Accrued Expenses	250.00
2014-0000 Accrued Water & Sewer	46,496.01
2017-0000 Social Committee Fund	5,792.84
2018-0000 Exercise Room	1,224.80
2019-0000 Golf Tournament Fund	3,134.83
2035-0000 Security Deposits	300.00
2040-0000 Due to Contingency	966.00
2040-0003 Due to Contingency-Insurance	491,364.00
2040-0701 Due to Operating from Utilities	7,674.77
2170-0000 Vacation Payable	1,335.66
2250-0000 Pre-Paid Fees	570.02

TOTAL LIABILITIES

603,152.60

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	49,906.68
3510-0000 Net Income - Current Year	14,643.90
3510-2000 Net Income - Utilities	-15,636.33
3510-3000 Net Income - Water & Sewer	4,926.42

TOTAL OWNERS' EQUITY

53,840.67

TOTAL LIABILITIES AND EQUITY

656,993.27

Date: JUN 16 2022
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
May 2022
AS OF THE 3RD MONTH ENDING MAY 31, 2022

Page 1
06/16/2022
02:18 PM

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	61,034.10	61,034.00	0.10	0.00	183,102.30	183,102.00	0.30	0.00	732,408.00
4012-0000 CRF Strata Fees - Apart	-16,829.42	-16,829.42	0.00	0.00	-50,488.26	-50,488.26	0.00	0.00	-201,953.00
4015-0000 Parking, Scooter & EV P	537.00	488.33	48.67	9.97	1,671.00	1,464.99	206.01	14.06	5,860.00
4022-0000 Move in/out	0.00	83.33	-83.33	-100.0	0.00	249.99	-249.99	-100.0	1,000.00
4025-0000 Prior Year Surplus (Defic	1,663.00	1,663.00	0.00	0.00	4,989.00	4,989.00	0.00	0.00	19,956.00
TOTAL	46,404.68	46,439.24	-34.56	-0.07	139,274.04	139,317.72	-43.68	-0.03	557,271.00
4030-0000 Strata Fees	116,015.17	116,015.17	0.00	0.00	348,045.51	348,045.51	0.00	0.00	1,392,182.00
4032-0000 CRF Strata Fees - Town	-36,614.17	-36,614.17	0.00	0.00	-109,842.51	-109,842.51	0.00	0.00	-439,370.00
4037-0000 Prior Year Surplus	2,685.58	2,685.58	0.00	0.00	8,056.74	8,056.74	0.00	0.00	32,227.00
TOTAL	82,086.58	82,086.58	0.00	0.00	246,259.74	246,259.74	0.00	0.00	985,039.00
OTHER									
4040-0000 Rental - Fireside Lounge	200.00	41.67	158.33	379.9	350.00	125.01	224.99	179.9	500.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	1,800.00	1,800.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	1,220.00	583.33	636.67	109.1	4,865.00	1,749.99	3,115.01	178.0	7,000.00
4055-0000 R.V. Parking	875.00	733.33	141.67	19.32	2,690.00	2,199.99	490.01	22.27	8,800.00
4062-0000 Dish and Cutlery Rental	25.00	0.00	25.00	0	50.00	0.00	50.00	0	0.00
4065-0000 Interest Income	151.31	75.00	76.31	101.7	419.96	225.00	194.96	86.65	900.00
4066-0000 Remote Control Sale	260.00	141.67	118.33	83.53	420.00	425.01	-5.01	-1.18	1,700.00
TOTAL OTHER	3,331.31	2,175.00	1,156.31	53.16	10,594.96	6,525.00	4,069.96	62.37	26,100.00
TOTAL INCOME	131,822.57	130,700.82	1,121.75	0.86	396,128.74	392,102.46	4,026.28	1.03	1,568,410.00
6030-0000 Apt Janitor/Contract Ser	2,089.50	1,833.33	-256.17	-13.97	6,268.50	5,499.99	-768.51	-13.97	22,000.00
6208-0000 Building Maint. - Apartm	16,867.51	2,250.00	-14,617.51	-649.6	21,924.58	6,750.00	-15,174.58	-224.8	27,000.00
6215-0000 Equipment Maint.-Apart	1,525.69	5,000.00	3,474.31	69.49	6,594.72	15,000.00	8,405.28	56.04	60,000.00
6268-0050 Elevator Maint. - Apartm	1,259.85	1,483.33	223.48	15.07	3,864.60	4,449.99	585.39	13.15	17,800.00
6275-0000 Gate & Door Maint. - Ap	546.57	500.00	-46.57	-9.31	546.57	1,500.00	953.43	63.56	6,000.00
6279-0000 Garbage Pick-up - Apts.	1,576.69	2,583.33	1,006.64	38.97	5,904.13	7,749.99	1,845.86	23.82	31,000.00
TOTAL EXPS. BEFORE UTILITIES	23,865.81	13,649.99	-10,215.82	-74.84	45,103.10	40,949.97	-4,153.13	-10.14	163,800.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	982.16	5,166.67	4,184.51	80.99	4,830.14	15,500.01	10,669.87	68.84	62,000.00
6320-0000 Garbage Pick-up - Town	5,031.39	5,583.33	551.94	9.89	15,094.17	16,749.99	1,655.82	9.89	67,000.00
TOTAL OPERATING EXPS. - T.H.	6,013.55	10,750.00	4,736.45	44.06	19,924.31	32,250.00	12,325.69	38.22	129,000.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	12,134.72	12,333.33	198.61	1.61	36,108.19	36,999.99	891.80	2.41	148,000.00
6425-0000 Drainage Repair & Maint	2,455.69	1,666.67	-789.02	-47.34	7,129.35	5,000.01	-2,129.34	-42.59	20,000.00
6435-0000 Plant Replacement & Im	1,199.69	1,250.00	50.31	4.02	1,777.19	3,750.00	1,972.81	52.61	15,000.00
6440-0000 Irrigation System	0.00	333.33	333.33	100.0	73.69	999.99	926.30	92.63	4,000.00
6455-0000 Snow Removal	0.00	1,000.00	1,000.00	100.0	630.00	3,000.00	2,370.00	79.00	12,000.00
TOTAL LANDS. & GROUNDS	15,790.10	16,583.33	793.23	4.78	45,718.42	49,749.99	4,031.57	8.10	199,000.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	891.51	1,583.33	691.82	43.69	3,018.91	4,749.99	1,731.08	36.44	19,000.00
6515-0000 Equipment Rep. & Maint	206.07	1,250.00	1,043.93	83.51	5,681.82	3,750.00	-1,931.82	-51.52	15,000.00
6520-0000 Supplies Equipment - Co	50.00	466.67	416.67	89.29	75.00	1,400.01	1,325.01	94.64	5,600.00
6525-0000 Supplies Maintenance-C	0.00	375.00	375.00	100.0	95.86	1,125.00	1,029.14	91.48	4,500.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.0	0.00	125.01	125.01	100.0	500.00
6535-0000 Enterphone and Security	74.38	791.67	717.29	90.60	199.62	2,375.01	2,175.39	91.59	9,500.00
6560-0000 Gate Repair & Maint. - C	278.25	250.00	-28.25	-11.30	509.25	750.00	240.75	32.10	3,000.00
6565-0000 Pest Control - Common	535.94	750.00	214.06	28.54	2,027.23	2,250.00	222.77	9.90	9,000.00
TOTAL REPAIR & MAINT.	2,036.15	5,508.34	3,472.19	63.04	11,607.69	16,525.02	4,917.33	29.76	66,100.00
UTILITIES									

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (Ims1416)
May 2022

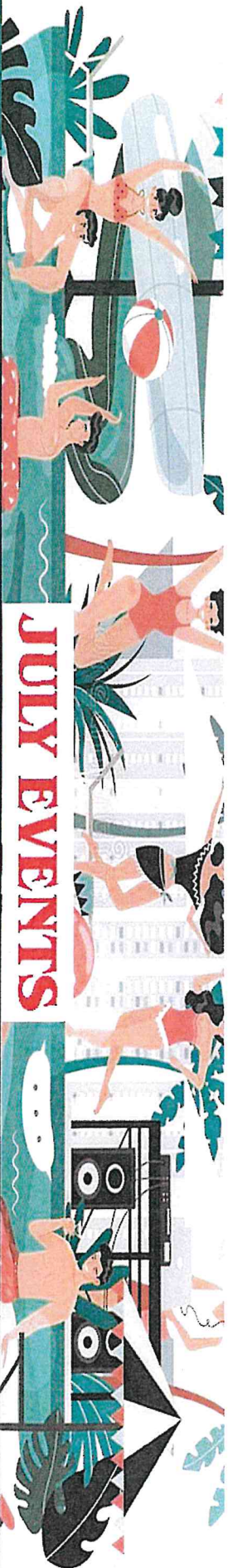
AS OF THE 3RD MONTH ENDING MAY 31, 2022

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
6576-0000 Electricity	177.00	191.67	14.67	7.65	531.00	575.01	44.01	7.65	2,300.00
6577-0000 Electricity Ponds - Com	395.00	433.33	38.33	8.85	1,185.00	1,299.99	114.99	8.85	5,200.00
6580-0000 Electricity Stream - Com	691.00	733.33	42.33	5.77	2,073.00	2,199.99	126.99	5.77	8,800.00
6595-0000 Telephone Caretaker	170.00	150.00	-20.00	-13.33	570.26	450.00	-120.26	-26.72	1,800.00
TOTAL UTILITIES	1,433.00	1,508.33	75.33	4.99	4,359.26	4,524.99	165.73	3.66	18,100.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	0.00	125.00	125.00	100.0	597.11	375.00	-222.11	-59.23	1,500.00
6690-0000 Electricity - RV Lot	63.00	79.17	16.17	20.42	189.00	237.51	48.51	20.42	950.00
TOTAL OPERATING EXPS-RV LOT	63.00	204.17	141.17	69.14	786.11	612.51	-173.60	-28.34	2,450.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	1,201.99	833.33	-368.66	-44.24	1,891.08	2,499.99	608.91	24.36	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	4,001.55	1,750.00	-2,251.55	-128.6	4,325.74	5,250.00	924.26	17.60	21,000.00
6715-0000 Lock Up Costs - Rec. Ce	80.00	83.33	3.33	4.00	335.00	249.99	-85.01	-34.01	1,000.00
6725-0000 Exercise Equip R & M-R	0.00	416.67	416.67	100.0	0.00	1,250.01	1,250.01	100.0	5,000.00
6730-0000 Workshop R & M-Rec. C	0.00	83.33	83.33	100.0	92.40	249.99	157.59	63.04	1,000.00
6735-0000 Pool Repair & Maint.-Re	480.16	666.67	186.51	27.98	2,609.61	2,000.01	-609.60	-30.48	8,000.00
6740-0000 Pool Supplies & Chemic	0.00	375.00	375.00	100.0	956.79	1,125.00	168.21	14.95	4,500.00
6750-0000 Cleaning Supplies-Rec.	55.45	183.33	127.88	69.75	272.84	549.99	277.15	50.39	2,200.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	0.00	249.99	249.99	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	1,784.00	1,904.17	120.17	6.31	5,352.00	5,712.51	360.51	6.31	22,850.00
6765-0000 Gas - Rec. Centre	1,090.92	1,600.00	509.08	31.82	3,920.66	4,800.00	879.34	18.32	19,200.00
TOTAL OPER. EXPS-REC. CENTRE	8,694.07	7,979.16	-714.91	-8.96	19,756.12	23,937.48	4,181.36	17.47	95,750.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	19,439.80	5,000.00	-14,439.80	-288.8	29,416.70	15,000.00	-14,416.70	-96.11	60,000.00
6830-0000 Caretaker Assistant Wag	1,139.94	1,625.00	485.06	29.85	4,346.19	4,875.00	528.81	10.85	19,500.00
6865-0000 R. C. Janitor Wages and	1,680.00	1,833.33	153.33	8.36	5,040.00	5,499.99	459.99	8.36	22,000.00
6875-0000 Payroll Costs	2,650.48	935.00	-1,715.48	-183.4	4,501.98	2,805.00	-1,696.98	-60.50	11,220.00
6890-0000 Workers Compensation	683.04	125.00	-558.04	-446.4	683.04	375.00	-308.04	-82.14	1,500.00
TOTAL SALARIES & PAYROLL COS	25,593.26	9,518.33	-16,074.93	-168.8	43,987.91	28,554.99	-15,432.92	-54.05	114,220.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	0.00	33.33	33.33	100.0	0.00	99.99	99.99	100.0	400.00
6915-0000 Supplies	0.00	75.00	75.00	100.0	293.93	225.00	-68.93	-30.64	900.00
6920-0000 Telephone & Cable - Offi	279.73	416.67	136.94	32.87	810.52	1,250.01	439.49	35.16	5,000.00
TOTAL OFFICE EXPENSES	279.73	525.00	245.27	46.72	1,104.45	1,575.00	470.55	29.88	6,300.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	0.00	416.67	416.67	100.0	700.66	1,250.01	549.35	43.95	5,000.00
6975-0000 Council Expenses - Adm	0.00	291.67	291.67	100.0	354.36	875.01	520.65	59.50	3,500.00
6980-0000 Legal Expenses	0.00	29.17	29.17	100.0	98.26	87.51	-10.75	-12.28	350.00
6984-0000 Postage and Printing	1,106.35	1,416.67	310.32	21.90	3,005.27	4,250.01	1,244.74	29.29	17,000.00
6985-0000 Insurance Appraisal	0.00	16.67	16.67	100.0	0.00	50.01	50.01	100.0	200.00
6990-0000 Insurance Premiums	54,596.00	54,596.00	0.00	0.00	163,788.00	163,788.00	0.00	0.00	655,152.00
6992-0000 Insurance Carrying Char	916.67	916.67	0.00	0.00	2,750.01	2,750.01	0.00	0.00	11,000.00
7000-0000 Management Fees	6,078.17	6,078.17	0.00	0.00	18,234.51	18,234.51	0.00	0.00	72,938.00
7010-0000 Property Taxes - Admin.	0.00	50.00	50.00	100.0	0.00	150.00	150.00	100.0	600.00
7020-0000 Security - Admin.	0.00	166.67	166.67	100.0	0.00	500.01	500.01	100.0	2,000.00
7023-0000 Emergency Preparednes	0.00	333.33	333.33	100.0	0.00	999.99	999.99	100.0	4,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	30.00	37.50	7.50	20.00	150.00
7030-0000 Strata Web Site	0.00	33.33	33.33	100.0	0.00	99.99	99.99	100.0	400.00
7051-0000 Statutory Financial Revi	176.40	116.67	-59.73	-51.20	176.40	350.01	173.61	49.60	1,400.00
TOTAL ADMINISTRATION EXPENSE	62,883.59	64,474.19	1,590.60	2.47	189,137.47	193,422.57	4,285.10	2.22	773,690.00
TOTAL COMMON EXPENSES	116,772.90	106,300.85	-10,472.05	-9.85	316,457.43	318,902.55	2,445.12	0.77	1,275,610.00
TOTAL EXPENSES	146,652.26	130,700.84	-15,951.42	-12.20	381,484.84	392,102.52	10,617.68	2.71	1,568,410.00
NET INCOME (LOSS)	-14,829.69	-0.02	-14,829.67	-74.14	14,643.90	-0.06	14,643.96	24.40	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	18,978.50	18,978.50	0.00	0.00	56,935.50	56,935.50	0.00	0.00	227,742.00
9262-0000 Utilities Interest Income	22.92	0.00	22.92	0	19.81	0.00	19.81	0	0.00
9264-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	-20,552.52	-20,552.00	-0.52	0.00	-20,552.00
Total Apartment Utilities	19,001.42	18,978.50	22.92	0.12	36,402.79	36,383.50	19.29	0.05	207,190.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
May 2022

AS OF THE 3RD MONTH ENDING MAY 31, 2022

	<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>
UTILITY EXPENSES									
Hydro - Apartments									
9360-0000 Electricity Kens & Mayfai	2,533.00	2,625.00	92.00	3.50	7,599.00	7,875.00	276.00	3.50	31,500.00
9365-0000 Electricity Windsor	1,529.00	1,666.67	137.67	8.26	4,587.00	5,000.01	413.01	8.26	20,000.00
Total Electricity - Apart.	4,062.00	4,291.67	229.67	5.35	12,186.00	12,875.01	689.01	5.35	51,500.00
Gas - Apartments									
9410-0000 Gas - Mayfair	2,602.83	2,673.33	70.50	2.64	8,673.32	8,019.99	-653.33	-8.15	32,080.00
9420-0000 Gas - Kensington	4,602.13	5,217.50	615.37	11.79	16,067.28	15,652.50	-414.78	-2.65	62,610.00
9430-0000 Gas - Windsor	4,093.83	5,083.33	989.50	19.47	15,112.52	15,249.99	137.47	0.90	61,000.00
Total Gas - Apartment	11,298.79	12,974.16	1,675.37	12.91	39,853.12	38,922.48	-930.64	-2.39	155,690.00
TOTAL UTILITIES - APARTMENT	15,360.79	17,265.83	1,905.04	11.03	52,039.12	51,797.49	-241.63	-0.47	207,190.00
NET INCOME (LOSS) UTILITIES	3,640.63	1,712.67	1,927.96	112.57	-15,636.33	-15,413.99	-222.34	-1.44	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	6,080.00	6,080.00	0.00	0.00	18,240.00	18,240.00	0.00	0.00	72,960.00
9700-0000 Water - Townhouses	8,892.00	8,892.00	0.00	0.00	26,676.00	26,676.00	0.00	0.00	106,704.00
9725-0000 Water - Interest Income	73.78	0.00	73.78	0	186.58	0.00	186.58	0	0.00
9745-0000 Prior Year Surplus (Defic	0.00	0.00	0.00	0	6,319.85	6,320.00	-0.15	0.00	6,320.00
TOTAL WATER INCOME	15,045.78	14,972.00	73.78	0.49	51,422.43	51,236.00	186.43	0.36	185,984.00
WATER EXPENSE									
9850-0000 Water Usage	15,498.67	15,498.67	0.00	0.00	46,496.01	46,496.01	0.00	0.00	185,984.00
TOTAL WATER	15,498.67	15,498.67	0.00	0.00	46,496.01	46,496.01	0.00	0.00	185,984.00
NET INCOME (LOSS) WATER	-452.89	-526.67	73.78	14.01	4,926.42	4,739.99	186.43	3.93	0.00



Sun

Mon

Tue

Wed

Thu

Fri

Sat

Masks are Recommended
Classes may be cancelled without notice due to COVID

NEW THIS MONTH

Pool Volley Ball 6:30—8:30 Mondays.
Hope to see you there. Spectators are welcome



	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 CANADA DAY CELEBRATION at Clubhouse Fountain	2
						8 Pub Night BYOB	9
3		4 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm Pool Volleyball 6:30—8:30	5 Bridge 6:30 pm Poker Pool 7 pm	6 Coffee 9:45 Dance 1:30 Whist 7 pm Poker 6 pm	7 Euchre 7 pm Bridge 6:30 pm		
10		11 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm Pool Volleyball 6:30—8:30	12 Bridge 6:30 pm Poker Pool 7 pm	13 Coffee 9:45 Dance 1:30 Whist 7 pm Poker 6 pm	14 Euchre 7 pm Bridge 6:30 pm	15 Pub Night BYOB	16 Children's Pool Party 11-3 pm Weather Permit. (Alt. Day July 23)
17	Movie Night 7:00 pm	18 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm Pool Volleyball 6:30—8:30	19 Bridge 6:30 pm Poker Pool 7 pm	20 Coffee 9:45 Dance 1:30 Whist 7 pm Poker 6 pm	21 Euchre 7 pm Bridge 6:30 pm	22 Pub Night BYOB	23
24	Play SNOOKER/ POOL/ BILLIARDS Anytime	25 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm Pool Volleyball 6:30—8:30	26 Bridge 6:30 pm Poker Pool 7 pm	27 Coffee 9:45 Dance 1:30 Whist 7 pm Poker 6 pm	28 Euchre 7 pm Bridge 6:30 pm	29 Extended Pub Night BYOB "Tropical Oasis" 5:00 pm	30
	31						

EVENTS at a Glance

CANADA DAY CELEBRATION

Cash Bar
Friday, July 1st
2:00 pm

Movie Night

Sunday
July 17th
7:00pm

EXERCISE CLASSES

Mondays to
Fridays
Pool Exercises
9 to 9:30 am

