



MONTHLY COUNCIL MEETING MINUTES

TUESDAY, OCTOBER 18 , 2022

LOCATION/TIME –LIBRARY - 1:00 PM

Council: Murray Hill, Anita Thompson & Ashley Orton

Strata Mgt: Jesse Train

Regrets: Bob Hyde, Paul Dhaliwal & Debbie Thorburn

STRATA COUNCIL – 2022/2023

EXECUTIVES

Murray Hill - K406
Bob Hyde - T102
Anita Thompson - W325
Ashley Orton - T243
Paul Dhaliwal - T172
Debbie Thorburn - T188

NON-COUNCIL ASSIGNMENT

JACK DEVRIES - T303

COMMITTEE ASSIGNMENTS

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

Fish Pond

CARETAKERS

Don Kendall Hours: 7:00 AM-3:30 PM-Monday to Friday
Valerie Morris Nights/Weekends Monday, Thursday- Saturday 11:00- 1:00 p.m.
(604) 834-4578 chelseagardens1416@outlook.com

STRATA MANAGERS: CROSSROADS

Strata Manager - 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 1:00 PM.

Hearing – The owner was given an opportunity to present his version of events. After council discussion a letter will be sent to the owner advising them the of the outcome.

(2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED** and **SECONDED** to adopt the minutes of the September 20, 2022 meeting as circulated. **CARRIED**

(3) CARETAKER REPORT FOR OCTOBER, 2022

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

- The major issue dealing with this week has been rodent activity throughout the complex. Atlas has been on site all week working to eradicate this problem.
- Don has finished up a few outstanding work orders for painting of roof vents.
- Don will be signing up for the pool course for Tuesday Nov.14
- Moss removal continues at a steady pace. With continued good weather, he should be able to get the majority done by mid Nov.
- A leak was discovered in the pool pump room in the P.V.C piping. Westech was called in and the leak was fixed.
- He also looked into the leak over parking stall # 38 in the Kensington. Units above the stall need to be looked at to find source of the leak.
- Don is still trying to figure out the leak over # 38 parking in the Kensington. People in the units above have not returned his call yet.
- The stuck door in locker room A in the Windsor has been fixed.
- There is another small leak in the pool pump room. Westech will be here today to investigate.

(4) FINANCIAL REPORT - ANITA

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

THE APARTMENT EXPENSES ARE ONLY PAID BY APARTMENT OWNERS

The treasurer was asked by an APARTMENT owner what we spent \$26,391.58 on mechanical in August. It was spent on mechanical equipment that had failed.

In September in apartments ONLY we spent \$12,916.46 on mechanical equipment that failed.

At this time last year, we had a surplus of \$45,258. This year we are at a loss of \$1,066. The treasurer has asked if anything can be put off until next year to please do so.

As the treasurer has said many times in the past the complex is over 25 years old and everything is in need of replacing or repairing. Nothing lasts forever.

We had to replace the multi- gym in the exercise room this past month even though it was not budgeted for due to safety concerns and future liabilities for \$6,496.00.

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

(5) BUSINESS ARISING FROM PREVIOUS MINUTES

- a) **TH Roofs and Clubhouse Roof** –A quote for the townhouse roofs is noted later in the meeting. Work on Clubhouse is on-going.
- b) **Sewer Rods** – This item has been tabled until the Spring as there are none currently available.
- c) **RV Line Painting** – This work has been postponed until the spring. Council is looking into a potential of having volunteers do the work.
- d) **Wisteria** – We received five positive letters and one negative (plus three negative from previous meetings). Anita McKie is in charge of pruning and keeping it under control.
- e) **MAU in Clubhouse** – The Condensate pipe is currently draining onto the roof. After completion of the roof Ashley will re-work the drainage so the condensation of the unit is drained properly.
- f) **Stuff in Parking Stalls** – The items left in stalls has been reduced.
- g) **Stuff Being Left by Dumpsters** – This is still happening. Going forward when such a violation occurs; the camera footage will be checked as the Council will consider this as an incident to review the footage and upon review and clear evidence the person leaving the items will be issued a bylaw violation letter, a bill to remove the item from site and a potential fine of up to \$200.
- h) **Boiler Gauge Issue** – this has been completed to Council's satisfaction.
- i) **Pool Side Ashtray** – this has been completed to Council's satisfaction.
- j) **Boiler Services for Townhomes** –sign-up sheet in clubhouse
- k) **Snow Removal** – Several Quotes were reviewed. The quotes from a few of the other companies were drastically more expensive than our current provider. It was **MOVED and SECONDED and CARRIED** to approve the quote from South Fraser Custom Landscaping. It was noted to make sure they do not speed through the complex. It was also noted that to avoid any damage this season, boundary and drain markers will need to be put in place.
- l) **Clubhouse Glass** - The atrium is leaking at the Clubhouse. Peak Glass has been asked to quote.
- m) **Road in front of Mayfair** – Several companies have been asked to quote to see if this is necessary and the costs involved.
- n) **Mayfair 2nd Floor Thermostat** – This has been moved to help with the hot hallways
- o) **Vacant Units** – –A couple of townhouse units have been vacant for an extended period. This is an issue for rodent/pest infestation and also for insurance purposes. We are trying to notify the emergency contact person on file.

(6) CORRESPONDENCE

- An Owner wrote to report a mice issue – Atlas Pest Control has been on site to do an exclusion and a chargeback invoice has been sent to where the issue originated in an empty unit.
- Several letters submitted about the Wisteria. These noted that they are in favour of the Wisteria, and they believe that the maintenance has been sufficient.
- An Owner wrote to suggest that Wisteria should be cut back.

- An Owner reported pipes were leaking on vehicle in parking stall. Don is investigating and a new parking spot will be assigned if available.
- Owner wrote to report that the bases of the pillars at front door were in need of repair. Don and Jeff will be attending to this.
- An Owner wrote in response to a Pet Bylaw Fine assessed to the strata account for a barking dog. Strata Manager will investigate further and there will be a hearing with the Owners at November's meeting.
- An Owner wrote to report continued problem with mice. Atlas Pest and Don are working on the situation. It was **MOVED/SECONDED** to increase the services of Atlas Pest Control to weekly for four to six weeks. **CARRIED**
- An Owner wrote to request authorization to place a security camera to side of unit. An Alteration letter was prepared and sent to the Owner for signature.
- An Owner wrote to respond to Council's request for support on litigation against a vendor that caused a flood in the Kensington.
- An Owner wrote an apology for having a plastic cup of wine in the hot tub.
- An Owner wrote to request authorization to replace existing boiler and hot water tank. An Alteration letter will be prepared and sent to the owner for signature.
- Owners also had concerns of the colour of the brown metal trim and brown drain pipes. Cost is a factor, and we need to have a uniform colour throughout. By using a readily available, industry standard colour, we avoid the problem we have with the green gutters which are not available and expensive as a special order.

(7) COMMITTEE REPORTS

a) APARTMENTS– DEBBIE

- It was nice to see that there were considerably fewer non-permitted items being left in parking stalls when the parkade was last inspected, but there were still several stalls that contained some inappropriate items. Please remember that apart from vehicles, only bicycles and shopping carts are approved to be parked there. Please remove any items that don't comply. There had been an additional item dumped beside the garbage compactor (immediately below the "No Dumping" sign). Please remember that items that the regular garbage and recycling pickups don't accept are the responsibility of owners to take to the recycling or transfer stations.
- There has been a report of a localized pest issue in the Kensington that has been treated and is being monitored by the pest control professionals (Atlas).

b) CLUBHOUSE – PAUL

- No Report

c) TOWNHOUSES – MURRAY

- Jeff Morin is on site working on townhouses, Don is continuing with moss removal on the roofs. Don has also started to clean up and paint roof vents.
- Garage doors are scheduled to begin next month, there will be 21 installed this run and will leave us 31 to complete the doors.
- Tru Level will be on site November 9th and 10th to deal with concrete repairs owners will be notified if driveways and/or garages must be clear.

d) SAFETY AND SECURITY – ASHLEY

- Charlie and Zenon have completed the installation of the RV cameras, thank you both.
- The camera feed is accessed by the Caretaker on his official phone through a secure link to this device only.
- The infrared beams cover the three outer sides of the RV fencing. Anything breaking the beam in the night hours will trigger an alarm to the Caretaker's phone. He then can access the cameras on the phone to see if it is an actual break-in. The two cameras can swivel 270 degrees and up and down, controlled by the phone. A demo was presented to council by Charlie. **PLEASE NOTE: If you use the RV lot between 11 pm. And 6 am., please do not get close to the fencing on the three sides as you might trigger the alarm.**
- Kensington & Mayfair Enterphones - There have been ongoing complaints that the guests using the enterphone cannot be heard distinctly. Ashley has checked both panels' controls: there is a microphone and speaker adjustment. He has set the microphone sensitivity to maximum, and the speaker to the loudest volume that will not produce distortion. Since the problem seemed to persist, he traced the wires back to the microphone and found 2 issues. The microphone was still in its initial plastic covering, which muffles the sound. The microphone was also partially dislodged from its housing adding to the problem. Ashley has now removed the wrapping and reset the microphone. I tested it with two residents and believe that all three actions have remedied the problem.
- The Mayfair and Kensington will be finally getting the upgrade to their Security Camera system as approved at the last AGM. Ashley will be working on installing it over the next 2 months.

e) LANDSCAPING– ASHLEY

- A message from Shawn: A lot of Cedar hedges and bushes are dying due to lack of water. He requests that the loving, kind-hearted Samaritans among us take the time to water them. Preferably in the evening, hand watering only please and thank you.
- **Shawn's new day of work will now be on Tuesday's instead of Monday's**
- About the front lawns that suffered chaffer beetle damage, Shawn is aware of it and will remedy the situation soon – he is waiting for cooler weather conditions before starting.
- Shawn like other landscape contractors, facing manpower issues, so please bear with him, he will get the job done.
- The Wisteria around the pond was removed as it was too close to the pond's edge and its flowers were proving toxic to the fish. Though Ashley agrees with the reason, the people involved were specifically to hold off till Ashley returned They chose to cut it down anyway, and did not inform council. Such actions cannot continue, and letters have been sent to the owners stating that. forward, we **may** create an outer ring 6-7 feet away, only where the benches are, and where it will not be an issue.
- Council knows that there are some of you that dislike the wisteria "canopy" and some of you that love it. With 700+ residents, that's an inevitability. We have received 5 positive and 4 negative letters to date. Let the leaves fall, when it is bare Anita McKie, her husband and volunteers will do a big tidy up on the branches.
- A reminder to residents NOT to take the wisteria pruning upon themselves without consulting with Anita McKie first and following her guidelines. Several mature, branches have been cut and have caused die-back in the canopy. Ashley used the term "pruning" in the last set of minutes; it was destructive and undermines the hours of volunteer work that Anita and her husband have put into it.
- **Please be aware that this is common property and requires permission to alter it.**

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

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

- g) **ADMINISTRATION** –

- Caretaker Cell Phone – Don has the cell phone 24 hrs, Monday to Thursday and Friday until 3:30PM. Val has the phone Friday night, Saturday, and Sunday 24 hrs
- Council took Ross and Maureen out for his retirement dinner and gave him a gift card of \$300.00 for all the work he has done for Chelsea

- h) **PONDS AND FOUNTAINS – ASHLEY**

- We have received a new algaecide product which we will try in the fountains.

FISHPOND – JACK DEVRIES

- The pond is being winterized: Plant cleanup and vacuuming.
- Hoping to find the turtles a warmer home for the winter. (Immediately following the meeting Murray found a suitable place that meets with Jack's approval)
- Regarding the Turtles
 - The original number of turtles presented was 2. This was incrementally increased to 4 without seeking council permission or informing them.
 - Council has discussed this and made some decisions. - A maximum of 4 turtles and a minimum of 2. If a turtle dies, they are not replaced unless the number falls below 2.

Communication is required with council on any **significant** changes that are proposed for the pond. It was noted that an alteration to install rope above the pond was installed without Council permission. Council will investigate further on this alteration. A letter will be sent outlining these issues and guidelines.

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

- j) **RV LOT – PAUL**

- Clean up ongoing and being done by Murray Hill, Diane Brugger and Fred Halcro. Many thanks to them

- k) **IRRIGATION – MURRAY**

- The irrigation system shut down has been completed. We are waiting for the air compressor rental to become available, at which time the lines will be blown out.

(8) NEW BUSINESS

- a) **Golf Cart Battery** – This has been repaired by Zenon
- b) **Roof Vent Painting** – Don is working on this on-going project.
- c) **Leak in Kensington Parkade** – Don / Westech are investigating and a new stall, if available will be provided to owner until it is fixed.
- d) **Pest Issues** – We have a rodent issue in the complex and in a unit that has been empty for over two years. Please be vigilant in not leaving food around unopened and clean up. If you have an

issue, please contact Don or Jesse immediately.

Kensington Pest issue – Atlas Pest Control have attended to this.

- e) **Stream and Fountain Cleaning** – Ivan is returning October 24, 2022 to help out where he can.
- f) **Eby Write Up – Rental / Age Restriction Issue** – A list of MP's to reach out to regarding the concerns noted in the previous minutes will be posted to the website.
- g) **Clubhouse Cleaning Schedule Change** – The cleaner is going to have Wednesday and Sundays off on a trial basis.
- h) **Spa / Pool Gate Repair** – this has been completed to Council's satisfaction.
- i) **Nomination Committee** – The notices are up This item has been tabled until the November Council Meeting.
- j) **Resolution Committee** – The notices are up. This item has been tabled until the November Council Meeting.
- k) **AGM Venue** – Council and the Strata Manager are investigating this.
- m) **Mayfair – Enterphone Issue** – this matter has been resolved.
- n) **Leak at a townhouse** – This has been completed to Council's satisfaction.
- o) **An Owner Garbage Cans/ Recycling cans violation** – An Owner has not been returning their bins after collection day and they have been left out for an unreasonable time frame after pick up. It was **MOVED/SECONDED** to fine the homeowner \$50.00 for each infraction. **CARRIED.**
- p) **Dog Door Alteration** – As the homeowner did not request this alteration, a letter has been prepared and will be sent requesting that the exterior envelope /interior wall be returned to their original state.
- q) **Flu Shot Sign Up Sheet** – First Date October 24 – The signup sheets are up in the clubhouse.
- r) **Downstairs Bulletin Boards** – The downstairs bulletin board will be for Owners & Business. The upstairs bulletin boards will be for Council, Social and Emergency items.
- s) **Pool Closure** – The pool will be closed as of Monday, October 24, 2022.

(9) QUOTATIONS RECEIVED

- Council received a quotation from **City Fire Prevention Services** to supply and install fire safety equipment and devices for all Chelsea Gardens Buildings. This has been added to the bring forward list for the AGM.
- Council received a quotation from **Roy Dennis Roofing** for a 6 plex Townhouse Roof. It was **MOVED / SECONDED** to approve this quotation in the amount of \$173,550.00, plus GST with skylights adding to the cost. **CARRIED**
- Council received a quotation from **Bogey's Building Maintenance** for the 2nd level gutter cleaning. It was **MOVED / SECONDED** to approve this quotation in the amount of **\$7500.00 + GST.** **CARRIED**
- Council received a quotation from Bogey for the Entrance Archway Cleaning. It was **MOVED / SECONDED** to approve this quotation in the amount of **\$400.00**, GST included. **CARRIED**

(10) ADJOURNMENT

The meeting was adjourned at 4:40PM.

The next Council meeting is Tuesday, November 22, 2022 at 9:00 AM – 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.

Magnetic Door Decals and Window Placards For Use in an Emergency

You will be receiving in the near future from your Apartment Floor Captain or Townhouse Zone Captain for possible display after an emergency: a **Green** and an **Orange** magnetic door decal, one of which is to be placed on the outside of your entrance door, and **Green** "OK" and **Red** "HELP" placards for display on a prominent window. Also, if you indicate that you have a pet, a member of the Pet Care team will provide you with a magnetic "Please Rescue" door decal to be displayed at all times on the outside of your entrance door. Descriptions of how these decals and placards are to be used is provided below. Prior to an emergency we recommend keeping the magnetic decals on the inside of your entrance door, and the **Green** and **Red** placards near the window.



Display the **GREEN** square magnetic decal on the outside of the entrance door after an emergency if everyone inside is OK (including pets) and remaining inside the unit, no assistance is necessary, and you do **not** consider that occupants are in any immediate danger. Responders will not investigate.



Display the **ORANGE** rectangular magnetic decal on the outside of the entrance door after an emergency if everyone inside (including pets) has evacuated the unit, including no one on a balcony. Responders will not investigate.



Display the **RED/BLACK** square "Please Rescue" magnetic decal on the outside of the entrance door at all times when a pet lives in the unit. If the **GREEN** decal above is placed on the outside of the entrance door after an emergency, responders will assume pets are OK. If the **ORANGE** decal is placed on the outside of the entrance door after an emergency, responders will assume pets have also been evacuated.

NOTE: If no **GREEN or **ORANGE** decal is displayed on the entrance door after an emergency, occupants/pets will be considered possibly at risk, and responders will investigate the unit.**

Window placards should be displayed high up on a prominent window that is the most visible from the ground. Tape should be stored with the placards in order to attach one to a window in an emergency. These placards can be used in addition to the magnetic door decals to assist responders.



Tape this placard to a window after an emergency if all in the unit (including pets) are OK and no assistance is required.



Tape this placard to a window after an emergency if assistance of any type is required.

We can always use more volunteers, so if you are interested in contributing to your community in a very positive way, please contact Doug McLeod at 778.591.3999.

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
September 2022
AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2022

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	1,577,549.83
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	272,980.00

TOTAL ASSETS

3,013,076.99

LIABILITIES

2010-0000 Accounts Payable	7,102.68
----------------------------	----------

TOTAL LIABILITIES

7,102.68

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	329,833.23

TOTAL OWNERS' EQUITY

3,005,974.31

TOTAL LIABILITIES AND EQUITY

3,013,076.99

Date: Oct. 13/2022
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
September 2022
AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2022

Page 1
10/13/2022
10:53 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,

	<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>
INCOME									
4010-5000 Strata Fees - Apartment	16,829.42	16,829.42	0.00	0.00	117,805.94	117,805.94	0.00	0.00	201,953.00
4010-6000 Strata Fees - Townhome	36,614.17	36,614.17	0.00	0.00	256,299.19	256,299.19	0.00	0.00	439,370.00
TOTAL	53,443.59	53,443.59	0.00	0.00	374,105.13	374,105.13	0.00	0.00	641,323.00
4031-0000 Interest Income	4,883.20	0.00	4,883.20	0	19,097.87	0.00	19,097.87	0	0.00
4031-6000 Interest Income- Insur. L	916.67	0.00	916.67	0	6,416.69	0.00	6,416.69	0	0.00
TOTAL	5,799.87	0.00	5,799.87	0	25,514.56	0.00	25,514.56	0	0.00
TOTAL INCOME	59,243.46	53,443.59	5,799.87	10.85	399,619.69	374,105.13	25,514.56	6.82	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	7,102.68	7,083.33	-19.35	-0.27	41,554.95	49,583.31	8,028.36	16.19	85,000.00
6344-2022 Garage Doors	0.00	3,333.33	3,333.33	100.0	6,053.25	23,333.31	17,280.06	74.06	40,000.00
6345-2022 Townhouse Flat Roof Re	0.00	16,666.67	16,666.67	100.0	-426.30	116,666.69	117,092.99	100.3	200,000.00
TOTAL OPERATING EXPS. - T.H.	7,102.68	27,083.33	19,980.65	73.77	47,181.90	189,583.31	142,401.41	75.11	325,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6512-2022 Security Enhancements	148.70	291.67	142.97	49.02	1,856.56	2,041.69	185.13	9.07	3,500.00
6565-2022 Pest Exclusion	0.00	0.00	0.00	0	8,394.75	0.00	-8,394.75	0	0.00
TOTAL REPAIR & MAINT.	148.70	291.67	142.97	49.02	10,251.31	2,041.69	-8,209.62	-402.1	3,500.00
RECREATION CENTRE - COMMON									
6707-2022 Clubhouse Roof Replace	0.00	12,500.00	12,500.00	100.0	0.00	87,500.00	87,500.00	100.0	150,000.00
6711-2022 Clubhouse Cooling & He	0.00	2,500.00	2,500.00	100.0	0.00	17,500.00	17,500.00	100.0	30,000.00
TOTAL OPER. EXPS-REC. CENTRE	0.00	15,000.00	15,000.00	100.0	0.00	105,000.00	105,000.00	100.0	180,000.00
TOTAL COMMON EXPENSES	148.70	15,291.67	15,142.97	99.03	10,251.31	107,041.69	96,790.38	90.42	183,500.00
TOTAL EXPENSES	7,251.38	42,375.00	35,123.62	82.89	69,786.46	296,625.00	226,838.54	76.47	508,500.00
NET INCOME (LOSS)	51,992.08	11,068.59	40,923.49	369.7	329,833.23	77,480.13	252,353.10	325.7	132,823.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
September 2022
AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2022

Page 1
10/13/2022
09:41 AM

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	43,651.31
1027-0000 Bank - Water Surcharge	60,311.53
1028-1300 Bank - Golf Tournament Funds	3,166.18
1029-0000 Bank - Apt Utilities	25,658.84
1030-0000 Bank - Exercise Room	1,237.05
1040-0000 Bank - Social Committee	5,850.78
1200-0000 Prepaid Insurance	272,980.00
1205-0000 Prepaid Expenses	2,474.04
1300-0000 Accounts Receivable	2,254.25
1301-0000 A/R - Other	50.00

TOTAL ASSETS 417,851.33

LIABILITIES

2010-0000 Accounts Payable	21,642.51
2014-0000 Accrued Water & Sewer	46,496.01
2017-0000 Social Committee Fund	5,850.78
2018-0000 Exercise Room	1,237.05
2019-0000 Golf Tournament Fund	3,166.18
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	272,980.00
2170-0000 Vacation Payable	192.51
2250-0000 Pre-Paid Fees	88.95

TOTAL LIABILITIES 351,953.99

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	32,512.36
3510-0000 Net Income - Current Year	-1,066.27
3510-2000 Net Income - Utilities	20,635.73
3510-3000 Net Income - Water & Sewer	13,815.52

TOTAL OWNERS' EQUITY 65,897.34

TOTAL LIABILITIES AND EQUITY 417,851.33

Date: OCT. 13/2022
Accountant: [Signature]
Property Manager: [Signature]

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

AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2022

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	427,238.70	427,238.00	0.70	0.00	732,408.00
4012-0000 CRF Strata Fees - Apart	-16,829.42	-16,829.42	0.00	0.00	-117,805.94	-117,805.94	0.00	0.00	-201,953.00
4015-0000 Parking, Scooter & EV P	587.00	488.33	98.67	20.21	3,944.00	3,418.31	525.69	15.38	5,860.00
4022-0000 Move in/out	200.00	83.33	116.67	140.0	300.00	583.31	-283.31	-48.57	1,000.00
4025-0000 Prior Year Surplus (Defic	1,663.00	1,663.00	0.00	0.00	11,641.00	11,641.00	0.00	0.00	19,956.00
TOTAL	46,654.68	46,439.24	215.44	0.46	325,317.76	325,074.68	243.08	0.07	557,271.00
4030-0000 Strata Fees	116,015.17	116,015.17	0.00	0.00	812,106.19	812,106.19	0.00	0.00	1,392,182.00
4032-0000 CRF Strata Fees - Town	-36,614.17	-36,614.17	0.00	0.00	-256,299.19	-256,299.19	0.00	0.00	-439,370.00
4037-0000 Prior Year Surplus	2,685.58	2,685.58	0.00	0.00	18,799.06	18,799.06	0.00	0.00	32,227.00
TOTAL	82,086.58	82,086.58	0.00	0.00	574,606.06	574,606.06	0.00	0.00	985,039.00
OTHER									
4040-0000 Rental - Fireside Lounge	0.00	41.67	-41.67	-100.0	650.00	291.69	358.31	122.8	500.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	3,600.00	4,200.00	-600.00	-14.29	7,200.00
4050-0000 Rental - Guest Suites	1,520.00	583.33	936.67	160.5	10,785.00	4,083.31	6,701.69	164.1	7,000.00
4055-0000 R.V. Parking	875.00	733.33	141.67	19.32	6,265.00	5,133.31	1,131.69	22.05	8,800.00
4061-0000 Bylaw Fines	150.00	0.00	150.00	0	150.00	0.00	150.00	0	0.00
4062-0000 Dish and Cutlery Rental	0.00	0.00	0.00	0	50.00	0.00	50.00	0	0.00
4065-0000 Interest Income	240.19	75.00	165.19	220.2	1,269.73	525.00	744.73	141.8	900.00
4066-0000 Remote Control Sale	160.00	141.67	18.33	12.94	785.00	991.69	-206.69	-20.84	1,700.00
4084-0000 Keys	30.00	0.00	30.00	0	60.00	0.00	60.00	0	0.00
TOTAL OTHER	3,575.19	2,175.00	1,400.19	64.38	23,614.73	15,225.00	8,389.73	55.10	26,100.00
TOTAL INCOME	132,316.45	130,700.82	1,615.63	1.24	923,538.55	914,905.74	8,632.81	0.94	1,568,410.00
6030-0000 Apt Janitor/Contract Ser	2,089.50	1,833.33	-256.17	-13.97	14,626.50	12,833.31	-1,793.19	-13.97	22,000.00
6208-0000 Building Maint. - Apartm	1,023.71	2,250.00	1,226.29	54.50	26,827.64	15,750.00	-11,077.64	-70.33	27,000.00
6215-0000 Equipment Maint.-Apart	12,916.46	5,000.00	-7,916.46	-158.3	46,911.52	35,000.00	-11,911.52	-34.03	60,000.00
6268-0050 Elevator Maint. - Apartm	1,259.85	1,483.33	223.48	15.07	9,367.75	10,383.31	1,015.56	9.78	17,800.00
6275-0000 Gate & Door Maint. - Ap	660.66	500.00	-160.66	-32.13	2,597.85	3,500.00	902.15	25.78	6,000.00
6279-0000 Garbage Pick-up - Apts.	-640.39	2,583.33	3,223.72	124.7	12,924.14	18,083.31	5,159.17	28.53	31,000.00
TOTAL EXPS. BEFORE UTILITIES	17,309.79	13,649.99	-3,659.80	-26.81	113,255.40	95,549.93	-17,705.47	-18.53	163,800.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	5,705.34	5,166.67	-538.67	-10.43	38,388.50	36,166.69	-2,221.81	-6.14	62,000.00
6320-0000 Garbage Pick-up - Town	7,980.97	5,583.33	-2,397.64	-42.94	42,323.00	39,083.31	-3,239.69	-8.29	67,000.00
TOTAL OPERATING EXPS. - T.H.	13,686.31	10,750.00	-2,936.31	-27.31	80,711.50	75,250.00	-5,461.50	-7.26	129,000.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	12,134.72	12,333.33	198.61	1.61	84,647.07	86,333.31	1,686.24	1.95	148,000.00
6425-0000 Drainage Repair & Maint	0.00	1,666.67	1,666.67	100.0	13,459.81	11,666.69	-1,793.12	-15.37	20,000.00
6435-0000 Plant Replacement & Im	0.00	1,250.00	1,250.00	100.0	4,709.48	8,750.00	4,040.52	46.18	15,000.00
6440-0000 Irrigation System	0.00	333.33	333.33	100.0	711.90	2,333.31	1,621.41	69.49	4,000.00
6455-0000 Snow Removal	0.00	1,000.00	1,000.00	100.0	630.00	7,000.00	6,370.00	91.00	12,000.00
TOTAL LANDS. & GROUNDS	12,134.72	16,583.33	4,448.61	26.83	104,158.26	116,083.31	11,925.05	10.27	199,000.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	47.80	1,583.33	1,535.53	96.98	11,049.84	11,083.31	33.47	0.30	19,000.00
6515-0000 Equipment Rep. & Maint	29.10	1,250.00	1,220.90	97.67	8,052.42	8,750.00	697.58	7.97	15,000.00
6520-0000 Supplies Equipment - Co	0.00	466.67	466.67	100.0	606.29	3,266.69	2,660.40	81.44	5,600.00
6525-0000 Supplies Maintenance-C	0.00	375.00	375.00	100.0	247.52	2,625.00	2,377.48	90.57	4,500.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.0	62.99	291.69	228.70	78.41	500.00
6535-0000 Enterphone and Security	60.94	791.67	730.73	92.30	730.28	5,541.69	4,811.41	86.82	9,500.00
6560-0000 Gate Repair & Maint. - C	252.00	250.00	-2.00	-0.80	761.25	1,750.00	988.75	56.50	3,000.00
6565-0000 Pest Control - Common	1,664.37	750.00	-914.37	-121.9	5,867.20	5,250.00	-617.20	-11.76	9,000.00
TOTAL REPAIR & MAINT.	2,054.21	5,508.34	3,454.13	62.71	27,377.79	38,558.38	11,180.59	29.00	66,100.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
September 2022
AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 2022

Page 2
10/13/2022
09:42 AM

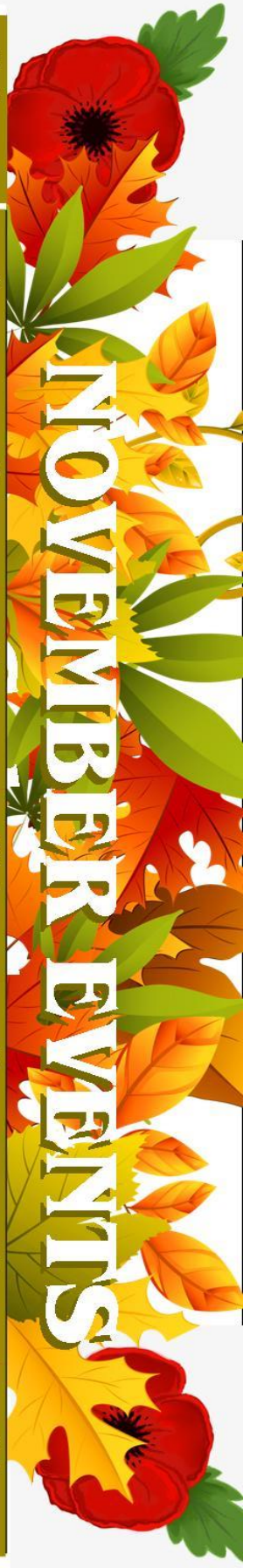
	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
UTILITIES									
6576-0000 Electricity	177.00	191.67	14.67	7.65	1,239.00	1,341.69	102.69	7.65	2,300.00
6577-0000 Electricity Ponds - Com	395.00	433.33	38.33	8.85	2,765.00	3,033.31	268.31	8.85	5,200.00
6580-0000 Electricity Stream - Com	655.00	733.33	78.33	10.68	4,765.00	5,133.31	368.31	7.17	8,800.00
6595-0000 Telephone Caretaker	468.49	150.00	-318.49	-212.3	1,108.12	1,050.00	-58.12	-5.54	1,800.00
TOTAL UTILITIES	1,695.49	1,508.33	-187.16	-12.41	9,877.12	10,558.31	681.19	6.45	18,100.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	0.00	125.00	125.00	100.0	597.11	875.00	277.89	31.76	1,500.00
6690-0000 Electricity - RV Lot	63.00	79.17	16.17	20.42	441.00	554.19	113.19	20.42	950.00
TOTAL OPERATING EXPS-RV LOT	63.00	204.17	141.17	69.14	1,038.11	1,429.19	391.08	27.36	2,450.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	16.80	833.33	816.53	97.98	2,126.18	5,833.31	3,707.13	63.55	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	2,717.19	1,750.00	-967.19	-55.27	20,304.17	12,250.00	-8,054.17	-65.75	21,000.00
6715-0000 Lock Up Costs - Rec. Ce	135.00	83.33	-51.67	-62.01	690.00	583.31	-106.69	-18.29	1,000.00
6725-0000 Exercise Equip R & M-R	6,496.00	416.67	-6,079.33	-1,459	6,889.09	2,916.69	-3,972.40	-136.2	5,000.00
6730-0000 Workshop R & M-Rec. C	258.17	83.33	-174.84	-209.8	350.57	583.31	232.74	39.90	1,000.00
6735-0000 Pool Repair & Maint.-Re	144.06	666.67	522.61	78.39	3,074.15	4,666.69	1,592.54	34.13	8,000.00
6740-0000 Pool Supplies & Chemic	1,399.61	375.00	-1,024.61	-273.2	4,571.17	2,625.00	-1,946.17	-74.14	4,500.00
6750-0000 Cleaning Supplies-Rec.	557.35	183.33	-374.02	-204.0	1,123.62	1,283.31	159.69	12.44	2,200.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	0.00	583.31	583.31	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	1,679.00	1,904.17	225.17	11.83	12,383.00	13,329.19	946.19	7.10	22,850.00
6765-0000 Gas - Rec. Centre	1,484.20	1,600.00	115.80	7.24	10,700.37	11,200.00	499.63	4.46	19,200.00
TOTAL OPER. EXPS-REC. CENTRE	14,887.38	7,979.16	-6,908.22	-86.58	62,212.32	55,854.12	-6,358.20	-11.38	95,750.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,945.84	5,000.00	-945.84	-18.92	48,933.18	35,000.00	-13,933.18	-39.81	60,000.00
6830-0000 Caretaker Assistant Wag	1,276.10	1,625.00	348.90	21.47	9,452.92	11,375.00	1,922.08	16.90	19,500.00
6865-0000 R. C. Janitor Wages and	1,680.00	1,833.33	153.33	8.36	11,760.00	12,833.31	1,073.31	8.36	22,000.00
6875-0000 Payroll Costs	855.00	935.00	80.00	8.56	7,895.54	6,545.00	-1,350.54	-20.63	11,220.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	683.04	875.00	191.96	21.94	1,500.00
TOTAL SALARIES & PAYROLL COS	9,756.94	9,518.33	-238.61	-2.51	78,724.68	66,628.31	-12,096.37	-18.16	114,220.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	61.24	33.33	-27.91	-83.74	61.24	233.31	172.07	73.75	400.00
6915-0000 Supplies	0.00	75.00	75.00	100.0	432.11	525.00	92.89	17.69	900.00
6920-0000 Telephone & Cable - Offi	279.73	416.67	136.94	32.87	1,929.44	2,916.69	987.25	33.85	5,000.00
TOTAL OFFICE EXPENSES	340.97	525.00	184.03	35.05	2,422.79	3,675.00	1,252.21	34.07	6,300.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	0.00	416.67	416.67	100.0	700.66	2,916.69	2,216.03	75.98	5,000.00
6975-0000 Council Expenses - Adm	491.83	291.67	-200.16	-68.63	1,152.89	2,041.69	888.80	43.53	3,500.00
6980-0000 Legal Expenses	0.00	29.17	29.17	100.0	98.26	204.19	105.93	51.88	350.00
6984-0000 Postage and Printing	2,385.11	1,416.67	-968.44	-68.36	8,707.50	9,916.69	1,209.19	12.19	17,000.00
6985-0000 Insurance Appraisal	0.00	16.67	16.67	100.0	0.00	116.69	116.69	100.0	200.00
6990-0000 Insurance Premiums	54,596.00	54,596.00	0.00	0.00	382,172.00	382,172.00	0.00	0.00	655,152.00
6992-0000 Insurance Carrying Char	916.67	916.67	0.00	0.00	6,416.69	6,416.69	0.00	0.00	11,000.00
7000-0000 Management Fees	6,078.17	6,078.17	0.00	0.00	42,547.19	42,547.19	0.00	0.00	72,938.00
7010-0000 Property Taxes - Admin.	0.00	50.00	50.00	100.0	535.64	350.00	-185.64	-53.04	600.00
7020-0000 Security - Admin.	0.00	166.67	166.67	100.0	0.00	1,166.69	1,166.69	100.0	2,000.00
7023-0000 Emergency Preparednes	509.76	333.33	-176.43	-52.93	2,197.30	2,333.31	136.01	5.83	4,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	70.00	87.50	17.50	20.00	150.00
7030-0000 Strata Web Site	52.32	33.33	-18.99	-56.98	52.32	233.31	180.99	77.57	400.00
7051-0000 Statutory Financial Revi	0.00	116.67	116.67	100.0	176.40	816.69	640.29	78.40	1,400.00
TOTAL ADMINISTRATION EXPENSE	65,039.86	64,474.19	-565.67	-0.88	444,826.85	451,319.33	6,492.48	1.44	773,690.00
TOTAL COMMON EXPENSES	105,972.57	106,300.85	328.28	0.31	730,637.92	744,105.95	13,468.03	1.81	1,275,610.00
TOTAL EXPENSES	136,968.67	130,700.84	-6,267.83	-4.80	924,604.82	914,905.88	-9,698.94	-1.06	1,568,410.00
NET INCOME (LOSS)	-4,652.22	-0.02	-4,652.20	-23.26	-1,066.27	-0.14	-1,066.13	-761.5	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	18,978.50	18,978.50	0.00	0.00	132,849.50	132,849.50	0.00	0.00	227,742.00
9262-0000 Utilities Interest Income	93.19	0.00	93.19	0	250.37	0.00	250.37	0	0.00

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

Page 3
10/13/2022
09:42 AM

AS OF THE 7TH MONTH ENDING SEPTEMBER 30, 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>
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	19,071.69	18,978.50	93.19	0.49	112,547.35	112,297.50	249.85	0.22	207,190.00
UTILITY EXPENSES									
Hydro - Apartments									
9360-0000 Electricity Kens & Mayfai	2,533.00	2,625.00	92.00	3.50	17,731.00	18,375.00	644.00	3.50	31,500.00
9365-0000 Electricity Windsor	1,529.00	1,666.67	137.67	8.26	10,703.00	11,666.69	963.69	8.26	20,000.00
Total Electricity - Apart.	4,062.00	4,291.67	229.67	5.35	28,434.00	30,041.69	1,607.69	5.35	51,500.00
Gas - Apartments									
9410-0000 Gas - Mayfair	1,110.69	2,673.33	1,562.64	58.45	14,029.49	18,713.31	4,683.82	25.03	32,080.00
9420-0000 Gas - Kensington	2,022.66	5,217.50	3,194.84	61.23	25,643.07	36,522.50	10,879.43	29.79	62,610.00
9430-0000 Gas - Windsor	1,889.76	5,083.33	3,193.57	62.82	23,805.06	35,583.31	11,778.25	33.10	61,000.00
Total Gas - Apartment	5,023.11	12,974.16	7,951.05	61.28	63,477.62	90,819.12	27,341.50	30.11	155,690.00
TOTAL UTILITIES - APARTMENT	9,085.11	17,265.83	8,180.72	47.38	91,911.62	120,860.81	28,949.19	23.95	207,190.00
NET INCOME (LOSS) UTILITIES	9,986.58	1,712.67	8,273.91	483.1	20,635.73	-8,563.31	29,199.04	340.9	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	6,080.00	6,080.00	0.00	0.00	42,560.00	42,560.00	0.00	0.00	72,960.00
9700-0000 Water - Townhouses	8,892.00	8,892.00	0.00	0.00	62,244.00	62,244.00	0.00	0.00	106,704.00
9725-0000 Water - Interest Income	186.55	0.00	186.55	0	810.71	0.00	810.71	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	15,158.55	14,972.00	186.55	1.25	111,934.56	111,124.00	810.56	0.73	185,984.00
WATER EXPENSE									
9850-0000 Water Usage	15,498.67	15,498.67	0.00	0.00	98,119.04	108,490.69	10,371.65	9.56	185,984.00
TOTAL WATER	15,498.67	15,498.67	0.00	0.00	98,119.04	108,490.69	10,371.65	9.56	185,984.00
NET INCOME (LOSS) WATER	-340.12	-526.67	186.55	35.42	13,815.52	2,633.31	11,182.21	424.6	0.00



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

EVENTS at a Glance

Pub Night
CASH BAR
November 18th
Leave your bottles at home

Movie Night
Sunday
November 20th
7:00pm

EXERCISE CLASSES
Mondays to Fridays
see bottom right for times

Play
SNOOKER/ POOL/ BILLIARDS
Anytime

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
30		31 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	1 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	2 Coffee 9:30 Whist 7 pm Poker 6 pm	3 Euchre 7 pm Dance 3:00	4 Pub Night BYOB	5
6		7 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	8 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	9 Coffee 9:30 Whist 7 pm Poker 6 pm	10 Euchre 7 pm Dance 3:00	11 Pub Night BYOB 	12
13		14 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	15 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	16 Coffee 9:30 Whist 7 pm Poker 6 pm	17 Euchre 7 pm Dance 3:00	18 Pub Night CASH BAR & 50/50	19
20	20 Movie Night 7:00 pm 	21 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	22 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	23 Coffee 9:30 Whist 7 pm Poker 6 pm	24 Euchre 7 pm Dance 3:00	25 Pub Night BYOB	26
27		28 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	29 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	30 Coffee 9:30 Whist 7 pm Poker 6 pm	EXERCISE CLASSES Mondays and Thursdays WEIGHTS & BANDS 9:00am WALK AWAY THE POUNDS 9:30am Tuesdays and Fridays OSTEO 9:00 am		