



MONTHLY COUNCIL MEETING MINUTES

Tuesday, February 21, 2023

LOCATION/TIME - 1:00PM LIBRARY

Council: Murray Hill, Anita Thompson, Bob Hyde Ashley Orton, & Debbie Thorburn

Strata Mgt: Jesse Train

Regrets: Paul Dhaliwal

STRATA COUNCIL - 2022/2023

EXECUTIVES

Murray Hill - K405
Anita Thompson - W325
Bob Hyde - T102
Ashley Orton - T243
Paul Dhaliwal - T172
Debbie Thorburn - T188

NON-COUNCIL ASSIGNMENT

Jack Devries - T303

COMMITTEE ASSIGNMENTS

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

Fish Pond

CARETAKERS

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

STRATA MANAGER: CROSSROADS

Strata Manager: Jesse Train jesse@crpm.ca

#215- 7445 132ND STREET SURREY, B.C. V3W 1J8
Phone: (778) 578-4445 Fax: (778) 578-4447

EMERGENCY CONTACT 24 HOUR SERVICE (778) 578-4445

Calling after hours 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 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****

CALL TO ORDER – 1:00PM

ADOPTION OF PREVIOUS MINUTES - MOVED, SECONDED and CARRIED

CARETAKER REPORT FEBRUARY 2023

Well, it was another week for mice and ants. Hopefully these issues will subside soon. Ashton was in to do maintenance on Monday and for whatever reason the turned on the pool heating system. It went up to 82 for a couple days. We had to call Daniel in to fix for us. He also noted that the relay was wired incorrectly so he re-wired for us. Ivan and I finished replacing all the damaged dryer vents on the roof of the Mayfair. One thing I noticed is the dryer vent piping is old and rotting away in most cases. In the spring when the weather is better the lids should come off and the hoses be replaced.

The front gate panel has been replaced with some minor configuration work yet to be done. - It is functional now. The annual fire inspection for the three condo buildings was on Tuesday. There were a few deficiencies. No fire plan in all three of the fire plan boxes. I found them here in the office and put them back in their spots. There is a break glass tool missing from one extinguisher which City Fire will get for us. The tarp on TH298 came loose, so I reattached it. RDR said it will be a few weeks before they can get here to repair the roof.

FINANCIAL REPORT – ANITA

Fiscal Year End

- February is the last month in our fiscal year. All are reminded to have bills submitted by the end of this week.
- To the end of January, the Strata's operation has a surplus of \$36,840, however, that is \$25,558 less than this time last year.

Next Year's Budget

- Work is underway developing the budget for the next year and will need to be finalized by March's council meeting
- These are some of the anticipated upcoming increases that are beyond our control:
 - Water/Sewer, +7%
 - Natural gas, +10%
 - Electricity, +5%
 - Garbage, +10%
 - Landscaping, +17%
 - Strata management, +15%
 - Snow plowing, unknown
 - Insurance, unknown

Term Deposits

- The Contingency Reserve Fund has two \$500,000 term deposits coming due March 8. The interest rate for these is 1.33%. The new rate researched by Crossroads is 4.786%
- There is still an additional \$2.1 million available in the CRF.
- It was **MOVED, SECONDED and CARRIED** to renew the two \$500,000 GIC's that mature on March 8th, 2023. We will purchase four \$250,000 GIC's at 4.786%.

Arrears

There are arrears for chargebacks and fines. Crossroads will follow up with the chargeback letters.

BUSINESS ARISING FROM PREVIOUS MINUTES

Townhouse Roofs – Roy Dennis Roofing is waiting to schedule the replacement of TH 163 – 168.

MUA in Clubhouse Drain – We are waiting for better weather to fix the drain for the Makeup Air Unit.

Pest Control Issues – There is still a presence of cockroaches in the Kensington Building, Atlas has been contacted to deal with the units that have seen them and provide further recommendation. There are continued mice problems and Don is sending these issues onto Atlas. Owners must do their part in getting their place tidied up, make sure food is stored in plastic containers and not left out, this includes pet food as well. Atlas is refilling the bait stations weekly to keep up with the increased activity around the complex.

Nominations for Council We have received several nominations and they will be included in the AGM packages. It is encouraged to put your name forward prior to March 15th so it can be included in the AGM package. Typically, nominations from the floor have not received enough votes to be on Council.

Subrogation Claim – We are waiting for installment cheques for the settlement for the insurance claim.

Access Control – Council was happy with Citiloc and they provided recommendations to help the system and protect the system in case of power failures. It was **MOVED, SECONDED and CARRIED** to spend \$450 to get a battery backup for the new enterphone system. Also, to purchase a new PC and four Solid State Hard drives for the clubhouse and apartments servers. These drives will provide us with a backup of crucial FOB servers in the event of a failure (which would be expensive and catastrophic)

Fitness Equipment – It was **MOVED, SECONDED and CARRIED** to repair the elliptical and to purchase a new commercial style treadmill. Council will have to plan to replace an elliptical in 2024.

Windsor Parkade Leak – Huinink Ventures was out to repair the cracks in the parking garage of the Windsor Building.

Windows Warping Issues – Peak Glass will be contacted to check the windows at this unit.

CO sensors – It was **MOVED, SECONDED and CARRIED** to approve quote of replacement of a malfunctioning CO sensor and to service the other units.

CORRESPONDENCE

Correspondence was either answered by a Council member, caretaker, resident manager, or Crossroads by email or letter. If they have not been answered in this way the response is indicated in the minutes below.

There were some letters regarding parking. A complaint that one vehicle is parking too close to the line; however, this vehicle is doing that due to another vehicle being plugged in at another stall. Letters will be going to the strata lots causing the domino effect problem.

An Owner sent in a letter pointing out at the SGM, the Council was not introduced, and many people did not know who was sitting at the front table. Council will be introduced at the AGM, so people know who is who at the AGM.

There was a complaint about dog noise in areas of the townhomes and in the apartments, Owners need to make sure that their pets are not causing disturbances. Letters will be sent to the source units.

Owners are reminded that everyone is living in a shared community, it is important to be kind, courteous and considerate to your neighbours. This includes but not limited to, smoking, heavy walking, doing at-home workouts, making small in-home repairs, etc. If you are going to be doing something that could cause a

disturbance to your neighbour, one should inform them so they are aware of what's happening and how long it may happen for.

There was a report of a broken fence in the back of the Windsor, Council will look at having this repaired.

A positive letter was received, and Council wished to share it in the Minutes:

To Our Strata Council Members ----- Thank you

Thank you for dealing with the changes to the Strata Property Act Amendments and keeping the Owners well informed.

Your explanations of how this affected Chelsea Gardens were well stated and timely.

The chance to vote for everyone to let their wishes known.

All of this was done by a group of dedicated Council Members, ALL VOLUNTEERS, who gave up their time to research on our behalf to ensure all requirements were met.

Thank you to Jesse Train – Our Strata Manager for the guidance to ensure all the necessary legal requirements were met.

I am so happy that I can call Chelsea Gardens HOME!!

COMMITTEE REPORTS

APARTMENTS– DEBBIE

There have been two issues that have been somewhat problematic this past month and attention to them would be greatly appreciated.... pets and parking.

Barking dogs and the noise of a dog playing noisily while inside have caused disturbance for some residents, so dog owners please be sure to work on “no barking training” in consideration of your neighbours and please take your furry companion(s) outside for rambunctious play.

Car owners, in view of our less than generously sized parking stalls, please park as centrally as you can in your stall so that both you and your adjacent parking neighbours have room to get into and out of your / their vehicles easily.

TOWNHOUSES- MURRAY

Jeff Morin is back to work and is currently down at townhouse 160.

Casp just called and the garage doors are in, there is 21 new garage doors going in, the owners will be notified, and a schedule set up with them for the installs.

CLUBHOUSE –

Council was asked if they would purchase the wax for the shuffleboard table. It was **IT WAS MOVED, SECOND AND CARRIED** to purchase the wax when we find out from the owner which is the best one.

SAFETY AND SECURITY – ASHLEY

We have changed maintenance vendors for our FOB & Enterphone systems since the previous vendor, Apex, was hard to reach and was proving to be unreliable. Citiloc is the new vendor of choice. They have just completed installing a new (\$\$\$\$) enterphone panel at the main car gate which died almost a month ago. Ashley's first impressions of Citiloc are very good and we will work on all the little issues we have been outstanding for months.

LANDSCAPING – ASHLEY

From Shawn: “We are currently cleaning the planted beds at the rear of the buildings and seasonal pruning as required at this time of year.

In the following month (March) we will continue working in the planted beds along with some trimming. We will also be aerating the front lawns and top dress the weevil damaged areas.”

Council was asked if owners could get a copy of the Landscaping Contract. It will be posted on the bulletin boards in clubhouse and the lobbies of the condos

Due to printing costs:

IF ANYONE WANTS THE LANDSCAPING CONTRACT, PLEASE CONTACT CROSSROADS

SOCIAL COMMITTEE – ANITA

It was great to see so many people show up for a pancake supper. Thank you to everyone who worked so hard to make it a success.

We are planning a St. Patrick's Celebration for March so come out and wear your green, and join us for a meal of Irish Stew.

We have a full year's worth of events planned and are looking forward to (hopefully) getting back to our normal social life.

ADMINISTRATION – AGM is scheduled for April 17th at Renew Church. – Council has been told that Murray and Anita will not be completing their term. Council wishes to thank them for their hard work and endless hours they have put in over the years making Chelsea Gardens a proactive complex that they were happy to call home. They had one year left on their term. Murray is not leaving the complex but Anita and her husband Keith are.

PONDS AND FOUNTAINS – ASHLEY/JACK

Turtles are back in the pond now. One of the nets we use to scoop out leaves and debris from the pond has gone walkabouts. Anna has had to purchase a new one and this cuts into our allocated budget for the pond expenses. So, please, if you choose to help with leaf cleanup, (for which we are thankful), please return the net to where you found them.

RV LOT – No Report

NEW BUSINESS

AGM, Budget, and Resolutions – It was **MOVED, SECONDED and CARRIED** to approve the following spending resolutions to be voted on at the AGM:

1. Clubhouse Glass Atrium replacement of all sealants and caulking - \$40,000
2. Fire Equipment replacements and upgrades - \$100,000
 - a) All Buildings Dry Sprinkler Valves
 - b) All Buildings Dry Sprinkler Compressors
 - c) Mayfair – Fire Panel Replacement
 - d) Kensington – Fire Panel Replacement
 - e) Supply and Install Hardwired Smoke Alarms
 - f) Purchase Smoke Detectors (wired for power/battery) Normally Owner responsibility for Condos and Townhouses
3. Pool Liner - \$20,000
4. Townhouse Garage Doors - \$50,000
5. Townhouse Capital Works – building envelope repairs - \$85,000.
6. Clubhouse Roof seconded part - \$150,000.
7. Townhouse Roofs - \$200,000
8. Clubhouse Flooring Replacement - \$25,000

The following Rule Ratifications were **MOVED, SECONDED and CARRIED** to go to the AGM:

August 23, 2022

The Council noted that, on some Fireside Room private rentals, there may be a desire to use a speaker (stored in the cardroom) to have music via Bluetooth. It was **MOVED /**

SECONDED to modify the rental agreement to permit this provided that an additional \$200.00 damage deposit be included over and above the room rental deposit. **CARRIED**

July 26, 2022

Pool – It was **MOVED/SECONDED** to amend an existing rule about children’s hours for the pool to also include the surrounding deck as follows: Guests under the age of 19 and accompanied by an owner are only allowed in the pool and the surrounding pool deck between the hours of 11:00 AM and 2:00 PM (daily) and 5:00 PM to 6:00 PM Saturday to Thursday during the season the pool is open. **CARRIED**

The following user fees will be brought forward to be changed:

- 4) Fobs and scan cards - \$10.00. Clickers - \$75.00. Change to: As per current market prices at time of purchase
- 5) Apartment move-in/move-out fees. - \$200.00 one-time charge. – Increase to \$300
- 6) Apartment elevator key security fee. - \$50.00. – Increase to \$75
- 9) Guest Suite Rental rate. - \$50.00 per night. – Damage deposit - \$250
- 16) Kilometer rate to be paid to Council, Volunteers and Staff. - .55 cents per kilometer. – make it in line with today’s value – Reasonable allowance rates for 2023, they are:
68¢ per kilometer for the first 5,000 kilometres driven and 62¢ per kilometer driven after that
- 18) Additional deposit of \$200.00 for the use of the speaker in the Fireside Room if requested by a renter. – **Rule passed on August 23, 2022**

To make sure each rule refers to: Owner, Occupant, Tenant or Visitor where applicable.

Bylaw Amendments:

It was **MOVED, SECONDED and CARRIED** to remove bylaw 35, Rental Restrictions.

It was **MOVED, SECONDED and CARRIED** to make sure all applicable bylaws refer to Owner, Occupant, Tenant or Visitor.

It was **MOVED, SECONDED and CARRIED** to bring forward a bylaw to not allow home businesses.

FOB reconciliation – Council will be performing a FOB audit starting on March 01, 2023 until March 15, 2023. Owners are requested to bring ALL your FOBS to the Clubhouse between 10AM – 1PM or 6:30-7:30 PM to confirm your FOBS. Any fob not brought with you will be **deleted** from the system. **If you have someone that has a fob that lives off site, the fob will be deactivated for a reasonable amount of time until the FOB is produced.**

Issues from a Kensington Resident – A resident caused a major disturbance in the complex. This person destroyed people’s property and caused staff a very large inconvenience. It was **MOVED, SECONDED and CARRIED** to charge back the time spent from our caretaker and Ivan. It was also decided to restrict the fob from access to specific areas of the complex.

Snow Removal – It was **MOVED, SECONDED and CARRIED** to enter a snow removal contract with South Fraser Custom Landscaping for a fixed cost based at an average cost paid out for snow removal the last several years.

Strata Insurance – CMW has been able to achieve 100% coverage for Chelsea, however, we are still waiting for the renewal price.

Rental Information – If you are looking to rent out your unit and are unsure where to start, contact jesse@crpm.ca and he can refer a few property management companies that handle rentals.

Barking Dog Issues – There have been several complaints of dogs barking in the complex. Owners of these dogs must make sure that they are not disturbing other Residents. Further pet Owners must ensure that all dog poo is picked up.

Pump Servicing – It was **MOVED, SECONDED and CARRIED** to have the water feature pumps serviced.

Large Item Pick up – Chelsea Gardens does not qualify for the large item pick up program because we are not using a city waste collection service.

55+ bylaw Reasons for No Exemptions – Many Owners have asked why the Council cannot make exceptions for current or future residents of Chelsea Gardens. **Cleveland Doan provided their opinion on why the Council cannot do this:**

The exemption for a person who is under 55 and living in the strata lot prior to the passage of the bylaw arises from the SPA. S123.2 provides as follows:

123.2 A requirement in a bylaw for one or more persons residing in a strata lot to have reached a specified age does not apply to any of the following persons:

- (a) a person who meets all of the following criteria:
 - (i) immediately before the bylaw was passed,
 - (A) the person resided in the strata lot, and
 - (B) by residing in the strata lot, the person was not contravening any bylaw restricting the age of persons who may reside in the strata lot;
 - (ii) the person continues to reside in the strata lot after the bylaw is passed;

As you can see, the exemption applies to a specific individual in relation a specific strata lot. Since the exemption arises under the SPA it cannot be changed. To do so in the bylaw would be contrary to the SPA – s.121 SPA.

Due to Council’s duty to enforce the bylaws, the strata council cannot grant an exemption on its own.

Therefore, we are currently unsure if a bylaw could be added to allow this, the question is if it would be enforceable or not.

ADJOURNMENT

The meeting was adjourned at 4:10PM

The next Council meeting is Tuesday, March 21, 2023

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



EMERGENCY PREPAREDNESS & RESPONSE STRUCTURE

The Chelsea Gardens Emergency Program is structured generally in accordance with the Province of BC's Neighbourhood Emergency Preparedness Program. Our program has two phases: Preparedness and Response.

The Preparedness Phase is a continuing 'work in progress', with volunteers becoming more aware, over time, of emergency issues and better prepared to respond effectively when an emergency situation occurs. Volunteers from within our community are grouped into the following 9 teams:

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

Since the program's inception in 2017, we have acquired many essential response resources, including but not limited to portable generators, propane heaters, shelter tents, flood lights, chain saw, amateur radio, crutches, walkers, wheel chairs, blankets, water purification system, and pet supplies, all of which are stored in a 20 ft. steel container in the RV lot. Each team member is also supplied with a walkie-talkie radio for immediate communication with others throughout the strata property.

The Leadership Team directs the overall preparedness activities, including communications with residents such as via this Council Minutes insert, assists with identification of response issues and training, develops exercises in conjunction with the teams, and manages the annual budget allocated to the program. Each Leadership Team member liaises with one or two of the other teams during this phase to keep them informed of program issues and activities, and to bring team issues back to the Leadership Team.

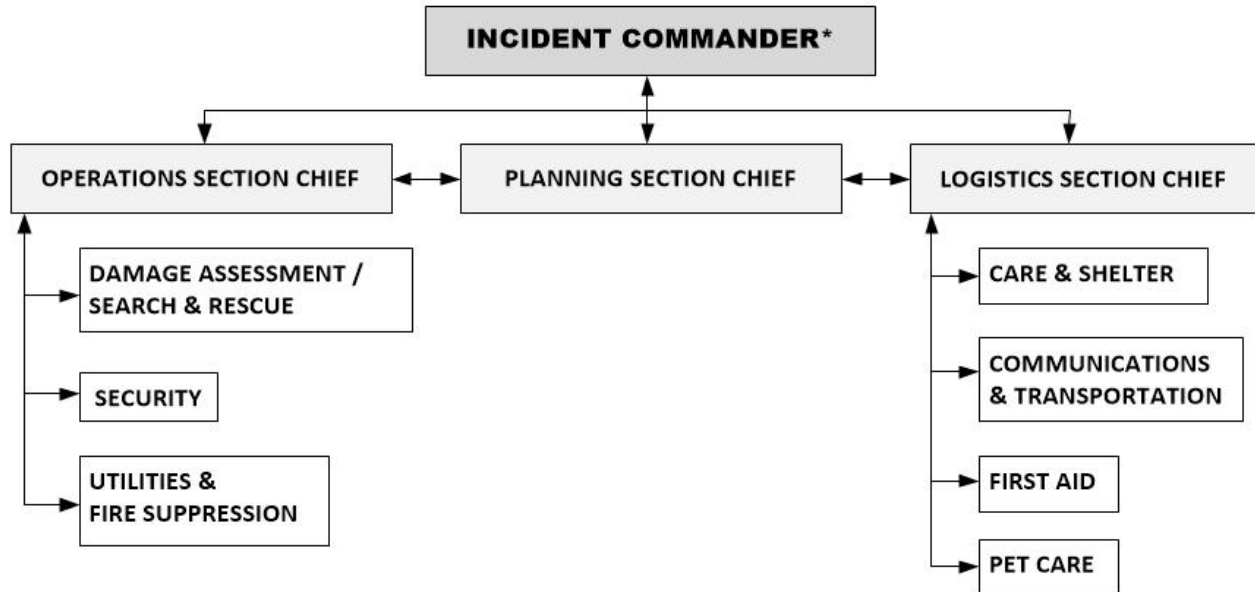
Each team meets regularly or as required to discuss response issues, and plan and practice response activities. They also participate in exercises with other teams to practice and improve responses, and identify gaps in knowledge and implementation of activities.

The Response Phase is structured generally in accordance with the Incident Command System and the BC Emergency Management System, which is used by the province, municipalities and first responders for management of emergency response activities. In our case, the response to an emergency is managed by an Incident Command Team, lead by members of the Leadership Team. The Incident Command Team has an Incident Commander and Section Chiefs responsible for Operations, Planning, and Logistics functions within the Incident Command System. Each response team takes direction from and reports to a Section Chief as depicted in the attached diagram. The Incident Command Team will liaise as necessary with our Strata Council and with the Surrey Emergency Program.

The response teams will operate from the Incident Command Post, which will normally be the Clubhouse if it is safe to use, or possibly a nearby two-car townhouse garage if the Clubhouse is not usable. Note that during an emergency response the Clubhouse, if designated as the Incident Command Post, will not be accessible for general use. Non-program volunteers who come forward during an emergency to assist will be received at the Incident Command Post and assigned to a response team as the needs are identified.

Our community is always changing: residents move out and others move in, some decline in capability with time, and others have changes in personal priorities. Thus volunteers leave the program and we will always need more volunteers to ensure our emergency response is effective. If you are interested in contributing to your community in a very positive way, contact the Emergency Program Leader, Doug McLeod, at kdmcleod@telus.net, or 778.591.3999.

EMERGENCY RESPONSE STRUCTURE



*Liaises with Strata Council and Surrey Emergency Program

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
January 2023
AS OF THE 11TH MONTH ENDING JANUARY 31, 2023

Page 1
02/15/2023
10:22 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	76,483.84
1027-0000 Bank - Water Surcharge	63,938.13
1028-1300 Bank - Golf Tournament Funds	3,215.33
1029-0000 Bank - Apt Utilities	43,515.04
1030-0000 Bank - Exercise Room	1,256.25
1040-0000 Bank - Social Committee	5,941.62
1200-0000 Prepaid Insurance	54,596.00
1300-0000 Accounts Receivable	<u>2,250.42</u>

TOTAL ASSETS 251,413.98


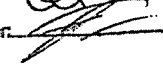
LIABILITIES

2010-0000 Accounts Payable	44,172.03
2014-0000 Accrued Water & Sewer	46,496.01
2017-0000 Social Committee Fund	5,941.62
2018-0000 Exercise Room	1,256.25
2019-0000 Golf Tournament Fund	3,215.33
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	54,596.00
2170-0000 Vacation Payable	1,426.98
2250-0000 Pre-Paid Fees	<u>1,313.38</u>

TOTAL LIABILITIES 158,717.60

OWNERS' EQUITY

3500-0000 Net Income - Prior Years	15,118.04
3510-0000 Net Income - Current Year	36,839.59
3510-2000 Net Income - Utilities	23,296.63
3510-3000 Net Income - Water & Sewer	<u>17,442.12</u>
TOTAL OWNERS' EQUITY	<u><u>92,696.38</u></u>
TOTAL LIABILITIES AND EQUITY	<u><u>251,413.98</u></u>

Date: Feb 15/2023
Accountant: 
Property Manager: 

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

January 2023
AS OF THE 11TH MONTH ENDING JANUARY 31, 2023

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	671,375.10	671,374.00	1.10	0.00	732,408.00
4012-0000 CRF Strata Fees - Apart	-16,829.42	-16,829.42	0.00	0.00	-185,123.62	-185,123.62	0.00	0.00	-201,953.00
4015-0000 Parking, Scooter & EV P	962.00	488.33	473.67	97.00	6,892.00	5,371.63	1,520.37	28.30	5,860.00
4022-0000 Move in/out	0.00	83.33	-83.33	-100.0	700.00	916.63	-216.63	-23.63	1,000.00
4025-0000 Prior Year Surplus (Defic	1,663.00	1,663.00	0.00	0.00	18,293.00	18,293.00	0.00	0.00	19,956.00
TOTAL	46,829.68	46,439.24	390.44	0.84	512,136.48	510,831.64	1,304.84	0.26	557,271.00
OTHER									
4030-0000 Strata Fees	116,015.17	116,015.17	0.00	0.00	1,276,166.87	1,276,166.87	0.00	0.00	1,392,182.00
4032-0000 CRF Strata Fees - Town	-36,614.17	-36,614.17	0.00	0.00	-402,755.87	-402,755.87	0.00	0.00	-439,370.00
4037-0000 Prior Year Surplus	2,685.58	2,685.58	0.00	0.00	29,541.38	29,541.38	0.00	0.00	32,227.00
TOTAL	82,086.58	82,086.58	0.00	0.00	902,952.38	902,952.38	0.00	0.00	985,039.00
OTHER									
4040-0000 Rental - Fireside Lounge	250.00	41.67	208.33	499.9	1,250.00	458.37	791.63	172.7	500.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	6,000.00	6,600.00	-600.00	-9.09	7,200.00
4050-0000 Rental - Guest Suites	1,150.00	583.33	566.67	97.14	14,685.00	6,416.63	8,268.37	128.8	7,000.00
4055-0000 R.V. Parking	875.00	733.33	141.67	19.32	10,090.00	8,066.63	2,023.37	25.08	8,800.00
4061-0000 Bylaw Fines	0.00	0.00	0.00	0	100.00	0.00	100.00	0	0.00
4062-0000 Dish and Cutlery Rental	0.00	0.00	0.00	0	100.00	0.00	100.00	0	0.00
4065-0000 Interest Income	450.82	75.00	375.82	501.0	2,483.14	825.00	1,658.14	200.9	900.00
4066-0000 Remote Control Sale	525.00	141.67	383.33	270.5	2,255.00	1,558.37	696.63	44.70	1,700.00
4084-0000 Keys	10.00	0.00	10.00	0	90.00	0.00	90.00	0	0.00
TOTAL OTHER	3,860.82	2,175.00	1,685.82	77.51	37,053.14	23,925.00	13,128.14	54.87	26,100.00
TOTAL INCOME	132,777.08	130,700.82	2,076.26	1.59	1,452,142.00	1,437,709.02	14,432.98	1.00	1,568,410.00
EXPENSES									
6030-0000 Apt Janitor/Contract Ser	2,039.50	1,833.33	-206.17	-11.25	22,934.50	20,166.63	-2,767.87	-13.73	22,000.00
6208-0000 Building Maint. - Apartm	431.75	2,250.00	1,818.25	80.81	28,895.95	24,750.00	-4,145.95	-16.75	27,000.00
6215-0000 Equipment Maint. -Apartment	2,145.35	5,000.00	2,854.65	57.09	60,411.54	55,000.00	-5,411.54	-9.84	60,000.00
6268-0050 Elevator Maint. - Apartm	1,259.85	1,483.33	223.48	15.07	14,925.15	16,316.63	1,391.48	8.53	17,800.00
6275-0000 Gate & Door Maint. - Ap	47.04	500.00	452.96	90.59	3,130.14	5,500.00	2,369.86	43.09	6,000.00
6279-0000 Garbage Pick-up - Apts.	1,516.79	2,583.33	1,066.54	41.29	20,107.38	28,416.63	8,309.25	29.24	31,000.00
TOTAL EXPS. BEFORE UTILITIES	7,440.28	13,649.99	6,209.71	45.49	150,404.66	150,149.89	-254.77	-0.17	163,800.00
TOWNHOUSE EXPENSES									
6315-0000 Building Maint. - Townho	8,494.50	5,166.67	-3,327.83	-64.41	52,777.18	56,833.37	4,056.19	7.14	62,000.00
6320-0000 Garbage Pick-up - Town	6,256.47	5,583.33	-673.14	-12.06	65,642.48	61,416.63	-4,225.85	-6.88	67,000.00
TOTAL OPERATING EXPS. - T.H.	14,750.97	10,750.00	-4,000.97	-37.22	118,419.66	118,250.00	-169.66	-0.14	129,000.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	12,134.72	12,333.33	198.61	1.61	133,185.95	135,666.63	2,480.68	1.83	148,000.00
6425-0000 Drainage Repair & Maint	0.00	1,666.67	1,666.67	100.0	13,459.81	18,333.37	4,873.56	26.58	20,000.00
6435-0000 Plant Replacement & Im	0.00	1,250.00	1,250.00	100.0	7,334.48	13,750.00	6,415.52	46.66	15,000.00
6440-0000 Irrigation System	0.00	333.33	333.33	100.0	1,886.95	3,666.63	1,779.68	48.54	4,000.00
6455-0000 Snow Removal	0.00	1,000.00	1,000.00	100.0	14,954.21	11,000.00	-3,954.21	-35.95	12,000.00
TOTAL LANDS. & GROUNDS	12,134.72	16,583.33	4,448.61	26.83	170,821.40	182,416.63	11,595.23	6.36	199,000.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	683.95	1,583.33	899.38	56.80	15,318.47	17,416.63	2,098.16	12.05	19,000.00
6515-0000 Equipment Rep. & Maint	0.00	1,250.00	1,250.00	100.0	8,186.22	13,750.00	5,563.78	40.46	15,000.00
6520-0000 Supplies Equipment - Co	0.00	466.67	466.67	100.0	1,431.59	5,133.37	3,701.78	72.11	5,600.00
6525-0000 Supplies Maintenance-C	519.51	375.00	-144.51	-38.54	803.17	4,125.00	3,321.83	80.53	4,500.00
6530-0000 Supplies Cleaning - Com	0.00	41.67	41.67	100.0	62.99	458.37	395.38	86.26	500.00
6535-0000 Enterphone and Security	64.30	791.67	727.37	91.88	5,073.10	8,708.37	3,635.27	41.74	9,500.00
6560-0000 Gate Repair & Maint. - C	542.22	250.00	-292.22	-116.8	2,190.72	2,750.00	559.28	20.34	3,000.00
6565-0000 Pest Control - Common	792.75	750.00	-42.75	-5.70	14,211.67	8,250.00	-5,961.67	-72.26	9,000.00
TOTAL REPAIR & MAINT.	2,602.73	5,508.34	2,905.61	52.75	47,277.93	60,591.74	13,313.81	21.97	66,100.00

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

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January 2023

AS OF THE 11TH MONTH ENDING JANUARY 31, 2023

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
UTILITIES									
6576-0000 Electricity	104.07	191.67	87.60	45.70	1,868.07	2,108.37	240.30	11.40	2,300.00
6577-0000 Electricity Ponds - Com	196.00	433.33	237.33	54.77	4,194.00	4,766.63	572.63	12.01	5,200.00
6580-0000 Electricity Stream - Com	330.23	733.33	403.10	54.97	7,060.23	8,066.63	1,006.40	12.48	8,800.00
6595-0000 Telephone Caretaker	95.20	150.00	54.80	36.53	1,393.72	1,650.00	256.28	15.53	1,800.00
TOTAL UTILITIES	725.50	1,508.33	782.83	51.90	14,516.02	16,591.63	2,075.61	12.51	18,100.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	0.00	125.00	125.00	100.0	597.11	1,375.00	777.89	56.57	1,500.00
6690-0000 Electricity - RV Lot	22.32	79.17	56.85	71.81	652.32	870.87	218.55	25.10	950.00
TOTAL OPERATING EXPS-RV LOT	22.32	204.17	181.85	89.07	1,249.43	2,245.87	996.44	44.37	2,450.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	443.22	833.33	390.11	46.81	2,569.40	9,166.63	6,597.23	71.97	10,000.00
6712-0000 Equip. Rep. & Maint.-Clu	4,147.38	1,750.00	-2,397.38	-136.9	28,120.07	19,250.00	-8,870.07	-46.08	21,000.00
6715-0000 Lock Up Costs - Rec. Ce	105.00	83.33	-21.67	-26.01	990.00	916.63	-73.37	-8.00	1,000.00
6725-0000 Exercise Equip R & M-R	0.00	416.67	416.67	100.0	7,773.01	4,583.37	-3,189.64	-69.59	5,000.00
6730-0000 Workshop R & M-Rec. C	0.00	83.33	83.33	100.0	537.06	916.63	379.57	41.41	1,000.00
6735-0000 Pool Repair & Maint.-Re	239.00	666.67	427.67	64.15	8,949.87	7,333.37	-1,616.50	-22.04	8,000.00
6740-0000 Pool Supplies & Chemic	486.15	375.00	-111.15	-29.64	5,767.33	4,125.00	-1,642.33	-39.81	4,500.00
6750-0000 Cleaning Supplies-Rec.	351.09	183.33	-167.76	-91.51	1,988.68	2,016.63	27.95	1.39	2,200.00
6755-0000 Window & Carpet Cleani	0.00	83.33	83.33	100.0	0.00	916.63	916.63	100.0	1,000.00
6764-0000 Electricity - Rec. Centre	757.09	1,904.17	1,147.08	60.24	18,177.09	20,945.87	2,768.78	13.22	22,850.00
6765-0000 Gas - Rec. Centre	2,469.61	1,600.00	-869.61	-54.35	18,631.58	17,600.00	-1,031.58	-5.86	19,200.00
TOTAL OPER. EXPS-REC. CENTRE	8,998.54	7,979.16	-1,019.38	-12.78	93,504.09	87,770.76	-5,733.33	-6.53	95,750.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	4,583.34	5,000.00	416.66	8.33	68,627.88	55,000.00	-13,627.88	-24.78	60,000.00
6830-0000 Caretaker Assistant Wag	1,130.26	1,625.00	494.74	30.45	14,411.48	17,875.00	3,463.52	19.38	19,500.00
6865-0000 R. C. Janitor Wages and	1,680.00	1,833.33	153.33	8.36	18,480.00	20,166.63	1,686.63	8.36	22,000.00
6875-0000 Payroll Costs	825.78	935.00	109.22	11.68	11,227.69	10,285.00	-942.69	-9.17	11,220.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.0	683.04	1,375.00	691.96	50.32	1,500.00
TOTAL SALARIES & PAYROLL COS	8,219.38	9,518.33	1,298.95	13.65	113,430.09	104,701.63	-8,728.46	-8.34	114,220.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint	0.00	33.33	33.33	100.0	61.24	366.63	305.39	83.30	400.00
6915-0000 Supplies	22.39	75.00	52.61	70.15	497.49	825.00	327.51	39.70	900.00
6920-0000 Telephone & Cable - Offi	279.73	416.67	136.94	32.87	3,048.36	4,583.37	1,535.01	33.49	5,000.00
TOTAL OFFICE EXPENSES	302.12	525.00	222.88	42.45	3,607.09	5,775.00	2,167.91	37.54	6,300.00
ADMINISTRATION									
6970-0000 AGM Expenses - Admin.	480.00	416.67	-63.33	-15.20	1,870.66	4,583.37	2,712.71	59.19	5,000.00
6975-0000 Council Expenses - Adm	0.00	291.67	291.67	100.0	2,885.42	3,208.37	322.95	10.07	3,500.00
6980-0000 Legal Expenses	1,216.46	29.17	-1,187.29	-4,070	1,314.72	320.87	-993.85	-309.7	350.00
6984-0000 Postage and Printing	1,782.22	1,416.67	-365.55	-25.80	14,482.30	15,583.37	1,101.07	7.07	17,000.00
6985-0000 Insurance Appraisal	0.00	16.67	16.67	100.0	0.00	183.37	183.37	100.0	200.00
6990-0000 Insurance Premiums	54,596.00	54,596.00	0.00	0.00	600,556.00	600,556.00	0.00	0.00	655,152.00
6992-0000 Insurance Carrying Char	916.67	916.67	0.00	0.00	10,083.37	10,083.37	0.00	0.00	11,000.00
7000-0000 Management Fees	6,078.17	6,078.17	0.00	0.00	66,859.87	66,859.87	0.00	0.00	72,938.00
7010-0000 Property Taxes - Admin.	0.00	50.00	50.00	100.0	535.64	550.00	14.36	2.61	600.00
7020-0000 Security - Admin.	0.00	166.67	166.67	100.0	0.00	1,833.37	1,833.37	100.0	2,000.00
7023-0000 Emergency Preparednes	436.27	333.33	-102.94	-30.88	3,050.90	3,666.63	615.73	16.79	4,000.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	110.00	137.50	27.50	20.00	150.00
7030-0000 Strata Web Site	94.44	33.33	-61.11	-183.3	146.76	366.63	219.87	59.97	400.00
7051-0000 Statutory Financial Revi	0.00	116.67	116.67	100.0	176.40	1,283.37	1,106.97	86.25	1,400.00
TOTAL ADMINISTRATION EXPENSE	65,610.23	64,474.19	-1,136.04	-1.76	702,072.04	709,216.09	7,144.05	1.01	773,690.00
TOTAL COMMON EXPENSES	98,615.54	106,300.85	7,685.31	7.23	1,146,478.09	1,169,309.35	22,831.26	1.95	1,275,610.00
TOTAL EXPENSES	120,806.79	130,700.84	9,894.05	7.57	1,415,302.41	1,437,709.24	22,406.83	1.56	1,568,410.00
NET INCOME (LOSS)	11,970.29	-0.02	11,970.31	59.85	36,839.59	-0.22	36,839.81	16.74	0.00
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	18,978.50	18,978.50	0.00	0.00	208,763.50	208,763.50	0.00	0.00	227,742.00
9262-0000 Utilities Interest Income	196.04	0.00	196.04	0	951.27	0.00	951.27	0	0.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
January 2023

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AS OF THE 11TH MONTH ENDING JANUARY 31, 2023

	<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	19,174.54	18,978.50	196.04	1.03	189,162.25	188,211.50	950.75	0.51	207,190.00
UTILITY EXPENSES									
Hydro - Apartments									
9360-0000 Electricity Kens & Mayfai	1,261.67	2,625.00	1,363.33	51.94	26,591.67	28,875.00	2,283.33	7.91	31,500.00
9365-0000 Electricity Windsor	721.58	1,666.67	945.09	56.71	16,011.58	18,333.37	2,321.79	12.66	20,000.00
Total Electricity - Apart.	1,983.25	4,291.67	2,308.42	53.79	42,603.25	47,208.37	4,605.12	9.75	51,500.00
Gas - Apartments									
9410-0000 Gas - Mayfair	4,074.72	2,673.33	-1,401.39	-52.42	26,824.86	29,406.63	2,581.77	8.78	32,080.00
9420-0000 Gas - Kensington	8,261.34	5,217.50	-3,043.84	-58.34	49,445.31	57,392.50	7,947.19	13.85	62,610.00
9430-0000 Gas - Windsor	7,882.35	5,083.33	-2,799.02	-55.06	46,992.20	55,916.63	8,924.43	15.96	61,000.00
Total Gas - Apartment	20,218.41	12,974.16	-7,244.25	-55.84	123,262.37	142,715.76	19,453.39	13.63	155,690.00
TOTAL UTILITIES - APARTMENT	22,201.66	17,265.83	-4,935.83	-28.59	165,865.62	189,924.13	24,058.51	12.67	207,190.00
NET INCOME (LOSS) UTILITIES	-3,027.12	1,712.67	-4,739.79	-276.7	23,296.63	-1,712.63	25,009.26	1,460.	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	6,080.00	6,080.00	0.00	0.00	66,880.00	66,880.00	0.00	0.00	72,960.00
9700-0000 Water - Townhouses	8,892.00	8,892.00	0.00	0.00	97,812.00	97,812.00	0.00	0.00	106,704.00
9725-0000 Water - Interest Income	277.95	0.00	277.95	0	1,876.64	0.00	1,876.64	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	15,249.95	14,972.00	277.95	1.86	172,888.49	171,012.00	1,876.49	1.10	185,984.00
WATER EXPENSE									
9850-0000 Water Usage	15,498.67	15,498.67	0.00	0.00	155,446.37	170,485.37	15,039.00	8.82	185,984.00
TOTAL WATER	15,498.67	15,498.67	0.00	0.00	155,446.37	170,485.37	15,039.00	8.82	185,984.00
NET INCOME (LOSS) WATER	-248.72	-526.67	277.95	52.77	17,442.12	526.63	16,915.49	3,212.	0.00

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
January 2023
AS OF THE 11TH MONTH ENDING JANUARY 31, 2023

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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	1,892,427.68
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	54,596.00

TOTAL ASSETS 3,109,570.84

LIABILITIES

2010-0000 Accounts Payable	404.25
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TOTAL LIABILITIES 404.25

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	433,025.51

TOTAL OWNERS' EQUITY 3,109,166.59

TOTAL LIABILITIES AND EQUITY 3,109,570.84

Date: Feb. 15/2023
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
January 2023

AS OF THE 11TH MONTH ENDING JANUARY 31, 2023

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	185,123.62	185,123.62	0.00	0.00	201,953.00
4010-6000 Strata Fees - Townhome	36,614.17	36,614.17	0.00	0.00	402,755.87	402,755.87	0.00	0.00	439,370.00
TOTAL	53,443.59	53,443.59	0.00	0.00	587,879.49	587,879.49	0.00	0.00	641,323.00
4031-0000 Interest Income	8,234.51	0.00	8,234.51	0	60,061.31	0.00	60,061.31	0	0.00
4031-6000 Interest Income- Insur. L	916.67	0.00	916.67	0	10,083.37	0.00	10,083.37	0	0.00
TOTAL	9,151.18	0.00	9,151.18	0	70,144.68	0.00	70,144.68	0	0.00
TOTAL INCOME	62,594.77	53,443.59	9,151.18	17.12	658,024.17	587,879.49	70,144.68	11.93	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	761.25	7,083.33	6,322.08	89.25	57,555.80	77,916.63	20,360.83	26.13	85,000.00
6344-2022 Garage Doors	0.00	3,333.33	3,333.33	100.0	6,053.25	36,666.63	30,613.38	83.49	40,000.00
6345-2022 Townhouse Flat Roof Re	0.00	16,666.67	16,666.67	100.0	-426.30	183,333.37	183,759.67	100.2	200,000.00
TOTAL OPERATING EXPS. - T.H.	761.25	27,083.33	26,322.08	97.19	63,182.75	297,916.63	234,733.88	78.79	325,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6512-2022 Security Enhancements	65.43	291.67	226.24	77.57	2,011.17	3,208.37	1,197.20	37.31	3,500.00
6565-2022 Pest Exclusion	11,481.75	0.00	-11,481.75	0	19,876.50	0.00	-19,876.50	0	0.00
TOTAL REPAIR & MAINT.	11,547.18	291.67	-11,255.51	-3,858	21,887.67	3,208.37	-18,679.30	-582.2	3,500.00
RECREATION CENTRE - COMMON									
6707-2022 Clubhouse Roof Replace	32,508.00	12,500.00	-20,008.00	-160.0	127,574.99	137,500.00	9,925.01	7.22	150,000.00
6711-2022 Clubhouse Cooling & He	0.00	2,500.00	2,500.00	100.0	0.00	27,500.00	27,500.00	100.0	30,000.00
TOTAL OPER. EXPS-REC. CENTRE	32,508.00	15,000.00	-17,508.00	-116.7	127,574.99	165,000.00	37,425.01	22.68	180,000.00
TOTAL COMMON EXPENSES	44,055.18	15,291.67	-28,763.51	-188.1	149,462.66	168,208.37	18,745.71	11.14	183,500.00
TOTAL EXPENSES	44,816.43	42,375.00	-2,441.43	-5.76	224,998.66	466,125.00	241,126.34	51.73	508,500.00
NET INCOME (LOSS)	17,778.34	11,068.59	6,709.75	60.62	433,025.51	121,754.49	311,271.02	255.6	132,823.00
REVENUE UTILITIES									
UTILITY EXPENSES									

**Upcoming
EVENTS
at a
Glance**



MARCH Events Calendar



Saint Patrick's Day

**Day
CASH BAR**
March 17
Watch for
Posters
for more
information

**Movie Night
Is BACK!**
Sunday
March 5
&
MARCH 26

**NEW EXERCISE
CLASS**
TaiChi
Tuesdays
And
Thursdays
mornings
10-12
for more info
(604) 841-1995

**Play
SNOOKER/
POOL/
BILLIARDS
Anytime**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Mondays 9:00 AM..... Weights & Bands 9:30 AM..... Walk Away the Pounds	Tuesdays Osteo Chair Yoga	Thursdays Weights & Bands Walk Away the Pounds	Fridays Osteo Chair Yoga	1 Coffee 9:30 Whist 7 pm Poker 6 pm	2 Euchre 7 pm Dance 3:00	3 Pub Night BYOB
5 Movie Night 7:00 pm 	6 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	7 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	8 Coffee 9:30 Whist 7 pm Poker 6 pm	9 Euchre 7 pm Dance 3:00	10 Pub Night BYOB	11
12	13 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	14 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	15 Coffee 9:30 Whist 7 pm Poker 6 pm	16 Euchre 7 pm Dance 3:00	17 St Patrick's Day Pub Night CASH BAR See posters 	18
19	20 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	21 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	22 Coffee 9:30 Whist 7 pm Poker 6 pm	23 Euchre 7 pm Dance 3:00	24 Pub Night BYOB	25
26 Movie Night 7:00 pm 	27 Arts/Crafts 1-4 Canasta 6:45pm Ladies' Snooker 7pm	28 Bridge 6:30 pm Poker Pool 7 pm Bible Study 7 pm	1 Coffee 9:30 Whist 7 pm Poker 6 pm	2 Euchre 7 pm Dance 3:00	3 Pub Night BYOB	4