



MONTHLY COUNCIL MEETING MINUTES

Tuesday, June 20, 2023

LOCATION/TIME - 1:00PM LIBRARY

Council: Paul Kavanagh, Mike Williams, Ron Plankeel, Bob Hyde, Ashley Orton, Paul Dhaliwal

Strata Mgt: Jesse Train

Regrets: Debbie Thorburn

STRATA COUNCIL - 2022/2023

EXECUTIVES

Ashley Orton - T243
 Bob Hyde - T102
 Mike Williams - T219
 Paul Dhaliwal - T172
 Debbie Thorburn - T188
 Paul Kavanagh - T164
 Ron Plankeel - T272

Non-Council Assignments:

Jack Devries - T303
 Zenon Jalbert - T202

COMMITTEE ASSIGNMENTS

President, Security & Privacy, Website
 Treasurer, Bring Forward, Vice President
 Townhouses, Secretary, Roof, Landscaping
 Clubhouse, RV Committee
 Apartments, Social Committee Liaison, Minutes
 Treasurer, Roof, Emergency Response
 Landscaping, Irrigation, Privacy, Ponds & Fountains

Fish Pond
 Website

CARETAKERS

Don Kendall Hours: 7:00 AM-3:30 PM- weekdays
 Valerie Morris-Weekends On Call, Office 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 center 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 – 12:56 PM

ADOPTION OF PREVIOUS MINUTES

It was **MOVED, SECONDED and CARRIED** to approve the minutes from April.

CARETAKER REPORT APRIL 2023 – Don Kendall

The pool and spa were both very time consuming. The pool chlorinator was finally fixed by Vantage Pools and the pool was approved by Fraser Health for opening. Daily cleaning and maintenance is ongoing.

A couple of copper piping leaks in the mechanical room were also fixed.

The hot tub motor blew a seal causing oil to leak into the water. This required that it be drained and cleaned multiple times by myself and Val. Two O rings have been replaced but there are still a couple of small leaks that need repair before Fraser Health can inspect the Spa for reopening.

The reflection pond motor was also not working. I drained and cleaned the pond and the motor is now working.

The upper stream pump came back from being repaired and was successfully installed. Big thanks to Zenon, Norm and Ron for their assistance.

The daily water reads have been high. We are investigating all the sources for leaks. There were two fountains that had water running and water was draining through the overflow. Both were turned off.

The Windsor gate was brought back to great working order by Zenon. Another big thank you for that.

The landscaping work orders that were building up are now being taken care of by Shawn and his crew.

I cleaned mildew that was built up on townhouse units 315 to 320. I also cleaned up some outstanding work orders and will be trying to get to a few more.

FINANCIAL REPORT – Bob Hyde

- Financial Reports – Monthly reports are still delayed.
- Water – The caretakers take daily readings of our water usage. After a long stretch of very high water reads, detective work by the caretaker and some resident sleuths have eliminated some sources of where water was being wasted. The daily readings are still higher than average and residents are asked to be reasonable with their plant watering.
- RV Lot Sinkhole – We have attained the services of a geotechnical engineering firm to investigate the causes and make recommendations for a course of action. We have paid a \$1,000 retainer, with the cost for this phase estimated to be \$4,000. The funds to fix the problem will be coming from the Contingency Reserve Fund. A Chelsea resident has also offered his expertise.

BUSINESS ARISING FROM PREVIOUS MINUTES

Roof Work – There are still some deficiencies reported to Roy Dennis Roofing.

Pest Control – Mice and Ant sightings continue. Owners need to make sure they do what they can inside their units and Council is working on closing off all openings in apartments and townhouses.

Atlas will be doing a full building cockroach treatment for the Kensington on July 3rd. Access to all units is a must regardless of if you have any sightings. Notice will be hand delivered to each unit. Missed units will be required to have the treatment rescheduled and charged back the cost for the re-treatment.

CO Sensors – The CO sensors are complete and have been tested and passed.

Snow Plow for Cart – Council will see about having the plow repaired.

Built up Gardens – A letter will be sent to several units that have built up gardens to ask them to pull the garden away from the building. Most of this is easy work to do, but if it is not done, it can cause serious damage. If work is not done, Council will arrange to have someone carry out the work and charge back the cost to the owner.

Trash and Treasure Day – Trash and Treasure Day is scheduled for pickup on June 24th. Residents can put out their items on Friday, June 23rd. Please check the notices. The gates will be closed on Friday, June 23rd. Gates will be opened on Saturday June 24th so that the garbage guys can freely come and go to remove the items. Please put out any paint on Saturday morning.

Concrete Repairs – Council will be reviewing the concrete cracks throughout the complex to create a list for Tru-Level to come out and quote on.

Visitor Parking Signs and Pavement Speed signs – Council is looking for Volunteers to help with this project. Contact Ashley if you are willing to volunteer.

Glass Awning – Vetro Glass will be out to pressure wash and clean the glass awning the later part of June and they will be back out to replace all the caulking.

Missing Parking Pass Procedure – If you have a missing parking pass it is \$50 to replace your pass. Please contact Crossroads to replace this pass.

Sink Hole – There is a sink hole in the RV lot. Crush Plumbing and Drainage and Valley Geotechnical are scheduled to be out on July 10th to drill out all the areas to open the entire hole and then determine the cause and the solution to repair the sink hole. Mike Maxwell, a resident Owner, who has years of experience with sink holes, did meet with Council at the start of the meeting and recommended an alternative plan. The council **MOVED, SECONDED and CARRIED** to approve the alternative plan moving forward as we have been waiting too long for the plan from Crush and Valley Geotech to commence.

Power Outage – The battery of the battery back up needs to be changed. Council will investigate this.

Broken Garage Door Panel – Roy Dennis Roofing caused damage to a garage door. The damages to the garage will be covered by Roy Dennis Roofing.

AC/Heat Pump Installations – Residents are reminded if you are planning to install a heat pump/AC unit. You will need to get permission from the Strata first. It is best that you make a request and provide the following information:

- Contractor doing the work.
- How it is being installed
- Specs of the unit and the electrical requirements
- Confirmation of permit requirements from the City, Letter signed by contractor that permits are not required for the install or proof of obtained permits upon receiving them and before work commences.

Having this information for the Council to review will speed up the process in the approval.

CORRESPONDENCE

An Owner sent a request to restore peeling paint on their balcony. Council will add this to the list to have Don review and we will look into other units that need him to look at it.

There were several complaints about a dog consistently barking when on its walks. Council will send a letter to this unit.

The council reviewed a complaint letter from a unit reporting water usage outside of the allowable city bylaws.

A complaint was reviewed about a unit impeding on Strata Common property with their garden as well as the maintenance of the garden not being kept up. A letter will be sent to this Owner.

There were several complaints about the windows of the townhouse not being washed this year. Past practice has been to wash the townhouse windows on a bi-annual basis. Council will consider changing to an annual washing in next years' budgeting process.

There was a complaint about an oversized dog residing in Kensington and on three occasions it was seen off leash in common property areas. The Council will be sending a letter about this bylaw violation.

A complaint was received about another unit having a garden/planters impeding on common property. A letter will be sent to this resident.

A request was made to store an e-bike car rack in a parking stall. Council reviewed and believed that this was a reasonable request. It has been approved.

There have been several requests for heat pump and AC installations.

A Resident has volunteered to wash the Kensington Parkade. This will be approved to do after the horizontal and vertical pipes have been cleaned.

There were further complaints about an oversized dog that is currently residing in the complex. A letter will be sent to this Owner and the bylaws will be enforced.

Another complaint about a dogs' behaviour was reviewed. A letter will be sent to this dog owner.

A request was made to organize a bulk window/patio door screen replacement and a bulk fireplace servicing. Council will look into these firms to see if they are willing to provide sign up lists for this type of work.

A complaint was received about seeing dog droppings and urine in the parking garage of the Windsor. It is very disrespectful to allow this to happen and the cameras will be reviewed to determine whose dog this was.

There were reports of townhouse residents using the apartment building car wash stations. These stations are for apartment use only.

A smoking complaint was received from a unit in Windsor. Although the bylaws do not state any smoking bylaws, smoking can still be a violation of bylaw 3:

3. Use of Property

- (1) An Owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that:
 - (a) causes a nuisance or hazard to another person,
 - (b) causes unreasonable noise,
 - (c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,

If you do smoke it is strongly recommended that you avoid these actions causing a violation to bylaw 3, as fines may be applied.

An Owner sent a request in about monitoring visitor parking at night and recommended that Val do this work as she is on night shift. This is not true. Val is on-call at night and does not work the "night shift". A letter will be sent responding to this resident.

An Owner has reported a front door issue. Council will review and will have this repaired.

There was a complaint about the number of items being left at the garbage area. The council will investigate and people leaving stuff will be sent letters.

A request was made to install a video doorbell. Council will approve this as long as the doorbell does not impede on any privacy issues by viewing anyone else's property.

Another complaint was received about barking dogs.

A letter from an Owner giving thanks for the many years of residing in Chelsea Gardens and wanting to express their appreciation for the work done by Councils and Crossroads Management over the years.

COMMITTEE REPORTS

APARTMENTS – Debbie

We were fortunate to have a couple of months where "dumping" by the Kensington / Mayfair compactor was minimal but there has been a sudden increase in this. Please remember that it is your own responsibility to take recyclables to a recycling station. If you are unable to do so yourself, please ask a friend, relative or neighbour to take it for you.

Shopping carts have again accumulated in the Kensington, sometimes being left in hallways and sometimes overwhelming the area in the parkade where carts are typically parked. When this happens it creates an obstruction to the proper use of the handicap parking stall immediately beside it and also for people entering and leaving the parkade entrance to the elevator. For this reason, the allowable number of carts is being reduced to two (please refer to item under "Correspondence" on page 4).

Atlas will be doing a full building cockroach treatment for the Kensington on July 3rd.

TOWNHOUSES – Mike

No Report

CLUBHOUSE – Paul D

The hot tub is still causing issues and westech is coming to review it.

SAFETY AND SECURITY – Ashley

Nothing to report on the security front. As most of know by now, we discovered a sinkhole in the RV Lot. This is being investigated further.

LANDSCAPING – Ron

Dead shrubs and trees have been removed.

Fertilizing the lawns will be done this month.

Arborist will be contacted for some work too large for Allen Bros

Over the past month we have installed the seasonal annuals and hanging baskets along the main driveway and gazebo.

We have also removed the dead cedar trees and other plant material.

With the cooler weather forecast over the next few weeks we are planning to top-dress and over seed the chafer beetle affected lawns only.

Later this month (June) we will be applying fertilizer to the lawns.

For July our plan is to cut lawns biweekly depending on the growth. We will continue to prune for the full service when not cutting lawns.

Shawn

Currently the landscapers are on site every Monday and Tuesday.

IRRIGATION – Ron

The water consumption is at an acceptable level, have no explanation of the spike of 337 cubic meters on June 10th

Will prepare a letter to the City of Surrey, of the Chelsea detailing our watering schedule

SOCIAL COMMITTEE

We were thrilled with the turnout for both the Spring Dinner, and our Pizza Night. It was wonderful for us to see so many people wanting to get together again. We are finalizing plans for Canada Day, and tickets for our Greek Meal are selling fast. We look forward to the return of our choir as well as a performance by our dancers. Please come prepared for the weather. The new umbrellas and the planters are on the pool deck and it's wonderful to see people enjoying the pool.

The Social Committee will look into options for better fountain heads to be installed between the main gate and the clubhouse.

ADMINISTRATION

Council is looking into getting a part time worker for Don.

PONDS AND FOUNTAINS – Ron

We just received the parts for the sprinkler at the fish pond.

Investigate the lights along the stream, (suspicion the photo cell needs replacement)

RV LOT –

The RV lot security is being worked on.

ROOFING COMMITTEE – Paul K

Will be meeting on Saturday June 24th, 2023 to review quotes received from contractors to continue the Townhouse roof replacement and to resurface the eastside Clubhouse roof.

INVESTMENT COMMITTEE -

No Report.

NEW BUSINESS

Hot Tub and Pool Issues – Don is working with the plumbers and the pool company to get the spa back up and running properly.

New Pumps – Council will be investigating getting an extra pump to have on hand.

BBQ Use Rules – Council is going to get the BBQ serviced and burners replaced. There is a new form created which must be signed prior to using the BBQ. Also a \$100 deposit will be required to assure return of the BBQ key and cleaning of the BBQ. Contact jesse@crpm.ca to make a request for use of the BBQ for the specific social groups.

Items reported on Roof – An Owner had a garden planter box on the roof of their unit which is not permitted, and it has now been removed.

Window Leak Kensington – A leak was reported after the window cleaning. This will be investigated.

Townhouse Unit Behaviour – A letter will be sent to a resident who has been abusive to trades and employees that work for Chelsea Gardens. This is unacceptable and will not be tolerated.

Pathway Lighting – Council is investigating the pathway lighting as to why it is not working properly.

The volume for the Enterphone – The Volume of the Enterphone will be adjusted.

Exposed Balcony Surface Paint – If you have any chipped paint on the balconies then please report it to jesse@crpm.ca or create a work order to identify the issue. We will make a list to have a contractor carry out the required work.

Roadway Alligating – The roads in certain areas are alligating (i.e. cracks that look like alligator scales) which can eventually lead to potholes. Council will investigate getting quotes for repairs to specific areas and we will propose this at next year's AGM.

Shopping Carts - A complaint was received about several shopping carts that have been appearing in the Kensington building. Don has already removed a few of these carts and more keep showing up. Owners are reminded not to continue to add shopping carts. These carts have been stolen from grocery stores and should be returned. Each apartment building will be permitted two shopping carts. To assure that other residents can access them, please return them to their designated "parking spots" immediately after use and assure that they are placed so as to not cause an obstruction to others. When an apartment building is found to have more than two carts, the excess ones will be removed.

Water Restrictions – Please note the Water Restrictions (below) from the City of Surrey. When reading them, please be aware that the regulations below are the "standard issue" ones.

Ron was in touch with the city to point out that "The problem here is with the layout of the landscaping and lawns. They are totally intertwined with the in ground sprinkler. Most of the complex is small lawns with shrubs and trees. Last year we had 5 min of water once a week, as a result a lot of plants got lost."

He pointed out that only 3 zones of our sprinkler system cover predominantly lawn. He requested that we therefore be allowed to water the areas that are mainly plants every morning. After reviewing Google Map the City's Water Planning Manager granted us an exemption so that the areas that are predominantly trees and shrubs can be watered from 5 am to 9 am daily while the 3 zones that are predominantly lawn are to abide by the restriction of 5am--7am on Saturdays.

Hopefully, with the more liberal watering times we have been allotted we won't have the loss of plants we had last year, with only being permitted to water once a week.

This exemption applies to our in ground irrigation system only and individual residents are required to follow the Stage 1 Lawn Watering Regulations as stated.

Stage 1 Lawn Watering Regulations

Outdoor watering restrictions within the Metro Vancouver region, including Surrey, are in effect from **May 1 to October 15** each year.

Residential addresses

Even-numbered addresses: Saturdays

Odd-numbered addresses: Sundays

- Automatic watering: 5 to 7am
- Manual watering: 6 to 9am

Apartments and townhouses follow complex addresses, not individual unit numbers.

Trees, Shrubs, and Flowers

Residential: 5 to 9am for sprinklers

Non-residential: 4 to 9am for sprinklers

Water at any time if hand watering or using drip irrigation.

Permitted activities during Stage 1 restrictions

- An automatic shut-off device (spray nozzle) is required on hoses.
- Water your edible plants garden at any time.
- Washing a car or a boat any day at any time with a handheld hose on gravel area or paved area where wash water cannot enter any stormwater drains. We recommend using a commercial car wash that uses less water and treats the wastewater.
- Washing or pressure washing outdoor surfaces any day at any time with a handheld hose or pressure washer.
- Filling or topping up a pool, hot tub, ornamental fountain or water feature.

ADJOURNMENT

The meeting was adjourned at 4:00PM

The next Council meeting is Tuesday, July 18 @ 1PM 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





October Emergency Response Exercise

The Chelsea Gardens Emergency Preparedness and Response Program will conduct an emergency response exercise at Chelsea Gardens from about **1 to 4 pm on Saturday, October 14, 2023**. The use of some areas of Chelsea Gardens, including the Clubhouse, will be restricted during the exercise.

All of the Program response teams will be participating in the exercise:

- Apartment Building and Floor Captains
- Care & Shelter
- Communications & Transportation
- Damage Assessment / Search & Rescue
- First Aid
- Incident Command
- Pet Care
- Security
- Townhouse Zone Captains / Assistants
- Utilities & Fire Suppression

What you should know:

- Notices of the upcoming exercise will be posted in the Clubhouse mailroom and apartment lobbies,
- Signs will be posted to indicate that an emergency exercise is in progress. Any area within Chelsea Gardens may be used during the exercise, including roadways, visitor parking spaces, green spaces, apartment buildings and townhouses – **these areas may not be specifically identified by signs or other visual markers as being part of the exercise,**
- Responders will be wearing coloured identification vests,
- Communication among responders will include the use of walkie-talkie radios,
- Some residents may be asked to volunteer to participate in the exercise as emergency event casualties or impacted victims.

What you should do:

- Note the exercise day and timing, and stay clear of exercise areas as much as possible,
- Avoid conversations and other types of interactions with exercise participants unless you are designated in a volunteer capacity,
- Follow the instructions of exercise participants,
- Be respectful to exercise participants and others if you enter within the boundaries of the exercise activities,
- If you enter within the boundaries of the exercise activities, withdraw as soon as practical

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. 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.

JULY Events Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		Summer Exercise Monday Pool Exercise 9:00am 10:00am 6:15 pm	Tuesday Pool Exercise Tai Chi	Thursday Pool Exercise Tai Chi	Friday Pool Exercise	1 CANADA DAY BAR 3:00 pm 
2	3 Arts/Crafts 1:00 Canasta 6:45pm Ladies' Snooker 6pm Volleyball 6:15	4 Pillow Pals 1:30	5 Coffee 9:30 Whist 7 pm Poker 6 pm	6 Euchre 7 pm Dance 3:00	7 Pub Night BYOB	8
9 Movie Night 7:00 pm 	10 Arts/Crafts 1:00 Canasta 6:45pm Ladies' Snooker 6pm Volleyball 6:15	11	12 Coffee 9:30 Whist 7 pm Poker 6 pm	13 Euchre 7 pm Dance 3:00	14 Pub Night BYOB	15
16	17 Arts/Crafts 1:00 Canasta 6:45pm Ladies' Snooker 6pm Volleyball 6:15	18 Pillow Pals 1:30	19 Coffee 9:30 Whist 7 pm Poker 6 pm	20 Euchre 7 pm Dance 3:00	21 Pub Night BYOB	22
23	24 25 30 Movie Night 	25 26 Coffee 9:30 Whist 7 pm Poker 6 pm	26 Coffee 9:30 Whist 7 pm Poker 6 pm	27 Euchre 7 pm Dance 3:00	28 Pub Night BYOB	29
	31 Same Activities as above					

Upcoming EVENTS at a Glance

Canada Day Celebration
Momma Mia Saturday,
 July 1st
 Pub opens 3:00
 Entertainment 4:30
 Dinner served 5:30
 See posters for Dinner Ticket Sales

Movie Nights
 Sunday, July 9 & July 30
 At 7:00 pm

Play SNOOKER/ POOL/ BILLIARDS Anytime