



# MONTHLY COUNCIL MEETING MINUTES

Tuesday, July 25, 2023

## LOCATION/TIME - 1:00PM LIBRARY

**Council:** Paul Kavanagh, Mike Williams, Ron Plankeel, Bob Hyde, Ashley Orton, Debbie Thorburn

**Strata Mgt:** Jesse Train

**Regrets:** Paul Dhaliwal

## 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

### 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

### Non-Council Assignments:

Jack Devries - T303 Fish Pond  
Zenon Jalbert - T202 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](mailto:chelseagardens1416@outlook.com)

## STRATA MANAGER: CROSSROADS

Strata Manager: Jesse Train [jesse@crpm.ca](mailto: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](http://www.chelseatoday.org)

**\*\*MOTIONS MADE BY COUNCIL MEMBERS ARE CARRIED UNANIMOUSLY UNLESS NOTED\*\***

### **CALL TO ORDER – 1:00 PM**

**HEARING #1** – A units' Owners came to discuss a letter received. Council listened to the Owners and a letter will be sent in response to the hearing.

**HEARING #2** – An Owner attended the meeting to discuss a letter that was sent to them incorrectly. A formal apology letter will be sent.

### **ADOPTION OF PREVIOUS MINUTES**

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

### **CARETAKER REPORT APRIL 2023 – Don Kendall**

The outside fountains were drained and cleaned. When I went to turn the pump back on it didn't work and Mike Williams helped me assess it. The streams' pump had a bad connection. Ron and Zenon repaired it on the weekend and I will now proceed to clean up the streams. They are filled with a lot of algae at the bottom end and there have been a lot of complaints. Thank you to everyone named above for your help.

The streamers and rope around the fish pond were removed as per council request.

The rodent issue around the complex has not subsided. Every day more units are asking for help.

The fountain at the outside of the front gate has been drained. Once it is dry and clean I am going to paint it.

I have had various complaints from units in the Mayfair that there is a loud motor type noise in the ceiling in adjoining units. It seems to happen between 8:00 and midnight. I am going to call in Westech to investigate.

Regards,  
Don Kendall

### **FINANCIAL REPORT – Bob Hyde**

It was **MOVED, SECONDED and CARRIED** to approve the financials as presented.

#### **Operations**

##### **Revenue**

- Year-to-date revenue is slightly higher than budget due to higher than budgeted interest income and income from the sale of remote controls (FOBs).

##### **Expenses**

- Both apartment and townhouse specific expenses are less than budget for the month of June and on a year-to-date basis.
- All common expense categories are below budget for the month of June. Landscaping, Utilities, RV Lot, Clubhouse, Salaries and Benefits and Administration expense categories are all under budget on a year-to-date basis. The Clubhouse's pool expenses are higher than budget to the end of June due to pool and hot tub mechanical and leak repairs; however, these items are not forecast to exceed the annual budget come year-end.
- The General Repairs and Maintenance Repairs category is slightly higher than budget due to some

unexpected equipment repairs primarily related to mechanical and electronic repairs to the main gate. This category is still forecast to be within budget at year-end.

### **Contingency Reserve Fund (CRF)**

- On a year-to-date basis a total of \$42,461 has been earned in interest income. The majority of this interest (\$39,937) is earned on the Strata's investments and bank account. The remainder of the interest is charged to operations on the funds that are advanced from the CRF to pay the Strata's annual insurance bill. Interest income is not budgeted in the CRF.
- To the end of June, a total of \$88,938 has been spent on CRF related items compared to the year-to-date budget of \$215,000. With the exception of the sinkhole remediation, all expenses were anticipated in the budget. It cost \$10,067 to repair the sinkhole that appeared in the RV Lot.

## **BUSINESS ARISING FROM PREVIOUS MINUTES**

**Roof Work** – Roy Dennis Roofing will be paying for the garage door replacement in TH168 and the ceiling damage from a leak during the work. There are further trim and fascia repairs needing to be done at TH164 and TH167. Once those are completed we can release the holdback on the project.

**Townhouse Roof Replacements** – Northwood Roofing has almost completed the roof replacement for TH 197–202 and Crown Roofing will be starting the roof replacement on TH 101–104 on August 8.

It was **MOVED, SECONDED and CARRIED** to approve Phoenix Roof Consulting to inspect the work done for both these roof replacements (see Roofing Committee report).

**Pest Control** – The pest control situation is on-going; Council has a quote from Atlas to do exclusion for all townhouse buildings and apartments for roughly \$120,000 and the work is not guaranteed to stop any rodents from gaining access. Owners are reminded that this is an issue throughout the province, not just Chelsea Gardens. The bait is not potent enough due to the government regulations. The council is plugging up all the visible holes that create access to units, however this is not entirely stopping the problem. Owners are reminded to make sure food is stored in plastic containers, that patios and balconies are de-cluttered and units are kept clean. All of these strategies make units less attractive to pests.

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

**Concrete Repairs** – Tru-level will be out the first week of August to repair a number of cracks around the complex.

**Painting of Visitor Parking Signs and Pavement Speed signs** – Council is looking for Volunteers to help with this project. Contact Ashley (604-503-3703) if you are willing to volunteer.

**Glass Awning** – Vetro Glass will be out this week to clean and recaulk the clubhouse glass awning.

**Sink Hole** – The Sink Hole has been repaired in the RV lot. Thank you to Mike Maxwell and Norm Reid who were involved in helping to resolve this issue. We have done further scoping of the RV lot drainage system and have discovered some blockages that should be cleared. The engineering company has provided a detailed report outlining the issues with the drainage system. Residents who are RV owners are reminded not to flush their black water down the storm drains. Flushing of black water is only permitted in the sanitary sewer drain in the corner of the wash pad.

**Roadway Work** – Council reviewed a quote for paving work around the complex and will get another quote for comparison. In the meantime patch work will be looked into to get us through the remainder of the year.

**Shopping Carts** – 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.

**Exposed Balcony Surface Painting** – If you have any chipped paint on the balconies then please report it to [jesse@crpm.ca](mailto: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.

**Pathway Lighting** – Council will investigate which pathway lights need adjustments.

**Expired Smoke Detectors in the Windsor** – Council will find out what type of detectors are installed, will purchase new ones and will have the expired ones replaced.

**Trash And Treasure** – The cost of Trash and Treasure day was \$5922. Council is questioning the cost to determine if it is worth the expense of holding it every year and will investigate alternatives. Council welcomes Owner’s opinions on the matter.

**AC/Heat Pump Installations** – Residents are reminded that if you are planning to install a heat pump/AC unit, you will need to get permission from the Strata first. When you make a request please 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, a letter signed by the 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 approval process.

## **CORRESPONDENCE**

There have been multiple reports of parking violations on the streets of the complex as well as residents using visitor parking. Vehicles found in violation and not using visitor parking passes will lead to vehicles being towed at the expense of the Owners of the vehicles.

There was a report of graffiti on the back fence by the gate which will be addressed.

There was a report of broken cement by the pool deck. The council will have this repaired.

An Owner reported that the roadway near the clubhouse is starting to deteriorate. This was included in the repair quote referred to under Roadway Work.

There were several complaints about the townhouse units not getting their windows washed this year. The council did not include this price in the budget for this year but will look at having this as an annual expense moving forward.

There have been multiple reports of Townhouse Owners dumping garbage at the Kensington Garbage area, as well as Townhouse units using the apartment garbage compactors. Townhouse residents are not to be using the apartment garbage/recycle facilities.

There were multiple letters sent in expressing confusion about how the trash and treasure day was done this year. The trash and treasure day was set up the same way it has been for the past several years.

There have been several reports of mice in townhouses and apartment units. Atlas has increased the baiting around the complex; however, it is not enough to keep up with the volume of mice. Owners are again reminded that they must help do their part in the control of mice within the unit. The council is working on exclusion (plugging holes of the exterior) around the problem units.

There were compliments sent in about the efficient work done by the company which repaired the sink hole in the RV lot.

A thank you was sent in about removal of some dead trees behind a townhouse unit.

An Owner complained about an area of shrubs that could be a mouse den. Council will ask the landscapers to have this looked at for removal.

A request for landscaping alterations was reviewed. An alteration letter will be sent for the approved request.

A big appreciation to Anita McKie was sent in for the work she has done around the Pond. It was also requested that the streamers and ropes around the pond be removed and this has been done.

A request was made to have the bylaws and rules printed and distributed to all Owners. Council will consider reprinting the bylaws and rules when there have been sufficient changes to support the cost.

A request was made to have the signpost in front of TH149-150 straightened.

An email was sent in appreciating the work that Don Kendall has been doing on the roof cleaning.

A complaint was sent in about the landscaping not being maintained. Council will address the concerns with the landscapers.

A complaint was received about a flag being displayed as well as cardboard being used in the windows for AC units.

Several reports were sent in about a unit owner not waiting for the gate to close properly which led to their vehicle being hit by the gate and causing damage to both the gate and the vehicle. The invoice received for repairs for the gate will be charged back to the at fault unit.

A letter thanking Val for her services was received. She acted on a fob system issue very efficiently and the Owners were happy with the service.

A report was received that the apartment drains in a 1<sup>st</sup> floor unit are slow. Council has authorized the flushing of all horizontal and vertical drain lines in the apartment buildings as a precautionary measure.

A complaint was received, wondering why the Council is spending money on hanging flowerpots given that some are not receiving adequate watering. The council will reevaluate for the future.

A complaint letter was received about a personal matter, Council has determined that they will not get involved with this personal matter.

A complaint was received that the enterphone is not working for a unit.

A request was received to have screens replaced. The Owner was told that this would be the Owners responsibility to have this done.

A request was received to deal with some peeling paint on the exterior of a unit.

A report was sent in about overgrown vegetation behind one of the apartment buildings.

## **COMMITTEE REPORTS**

### **APARTMENTS – Debbie**

Atlas did a full building treatment of the Kensington for cockroaches. It should be noted that, to Council's knowledge, the problem had been limited to a small area of the building. However, as a localized treatment had not fully eliminated the problem in the affected area, it was felt that it would be wise to do a pre-emptive treatment of the full building.

Dumping remains a problem in the Kensington garbage disposal / recycling area. This does cost the Strata money in having the offending items removed and disposed of and, of course, any costs are eventually passed on to unit owners, even the (majority of) innocent ones, via strata fees.

As mentioned in the correspondence section, cardboard has been used in a window around an AC unit. This is a bylaw infraction. Please refer to Bylaws 3.4 and 3.5(a) if you are uncertain as to what can be acceptably used as coverings for (and viewed from the outside of) windows.

### **TOWNHOUSES – Mike**

One block of townhouses is having new roofing installed and should be completed before the end of the month.

One townhouse had a new garage door controller installed.

Several townhouses are having concrete issues which will be dealt with in the next few weeks.

Several townhouses had non-compliance letters sent.

All townhouses with outstanding work orders are being contacted for updates.

Many townhouses are still having mice issues.

### **CLUBHOUSE – Paul D**

We are working with pool maintenance companies to have a monthly or by weekly contract to maintain both the pools.

The chemical distribution system to both the pools needs updating. The O rings & couplings have been replaced on the pump in the chemical room.

Mice droppings that were found on the trolleys in a storage room & some drawers in fireside room have been cleaned up.

Touch up paint has been applied in the hallway of club house.

Fireside room walls have been damaged by users not being careful when moving furniture around. I will ask Jeff for his opinion on how to fix the damage.

One of the pulleys on a new machine in the gym is making grinding noise. One of the treadmills has been determined to be dangerous and repair and/or replacement options are being investigated.

Zenon finished changing the lock assembly on some of the locks in the hot pool room.

! checked to see that rental rooms are being well maintained by the cleaning lady.

## **SAFETY AND SECURITY – Ashley**

There have been a few incidents of vehicles taking on the front entry gate in a futile effort to enter with another car. Unsuccessfully.

The exit gate had a couple of problems - power inadvertently turned off. Almighty Zenon helped correct this - Thanks!!

I have been a guest at Peace Arch Hospital and so have not been available as usual. On the mend, toes crossed.

## **LANDSCAPING – Ron**

Lawn cutting has been reduced to every second week due to the heat. Lots of work orders being received.

During the month of July we made good progress working on mid-season pruning mostly through the backs. 70% completed. We will continue pruning through August.

We will be applying Chaffer Beetle control on the lawns early in the month.

Unfortunately, we will need to postpone the overseeing of affected front lawns until September when the weather is traditionally cooler and moist.

A summer lawn fertilizer will be applied in August. Regards, Shawn

## **IRRIGATION – Ron**

The irrigation days, time, and zones have been finalized but someone has been tampering with the timing mechanism for the irrigation system. Someone has also been disconnecting some of the drip hoses for the hanging baskets.

We are attempting to give water where required and still minimize the consumption

## **SOCIAL COMMITTEE**

We had no meeting this month, but we did sell almost 200 tickets for dinner on Canada Day and other residents joined us for the entertainment. Many thanks to all the volunteers who performed, cooked, served food and drinks, cleaned up, sold tickets, and helped with set up and takedown. A special thanks to Fred who picked up and dropped off the rental chairs. Our next official event will be a corn roast and BBQ, so please watch for notices.

## **ADMINISTRATION – no report**

## **PONDS AND FOUNTAINS – Ron**

We received the parts for the sprinkler at the fishpond and the sprinkler is now working.

I have investigated the lights along the stream. All the pathways lights are working except for the four at the bottom end of the stream. I suspected that the photocell needs replacement but found it to be operational.

Our Lady Anna in the Windsor who has been feeding the fish for the last 8 years is retiring. There is no amount of thanks we can give her for the early morn and evening feedings. It was a treat at 7:00 in the evening to watch when all the fish swam towards her.

THANK YOU ANNA !!! 😊

Council/Fish pond is looking for a couple of volunteers who would be willing to take on this task. Please call Jack – 778-868-7250.

**RV LOT – No Report**

### **ROOFING COMMITTEE – Paul K**

Contracts were awarded to two companies to continue work on replacing townhouse roofs and gutters. After receiving expert advice Council decided to use a different shingle from the same manufacturer than that previously used on two previous townhouse buildings. The new shingles have the same basic profile and a forty-year life. This decision is estimated to save about \$585,000 over the life of the project.

Northwood Roofing has substantially completed the roof replacement on units 197 to 202. The replacement of gutters is scheduled to commence on July 24<sup>th</sup>. Crown Roofing is scheduled to commence work on units 101 to 104 on August 8<sup>th</sup>. Council has engaged the services of Phoenix Roof Consultants to inspect the work on units 197 to 202 and 101 to 104.

Council is also considering hiring a consultant to prepare a condition report on the remaining townhouse roofs and the apartment roofs. The purpose of the condition report is to provide direction as to whether the roof systems should be replaced or maintained. It will identify any issues that should be corrected when the roof system is replaced. The condition report will recommend a roof system best suited to the buildings to replace the existing materials along with budget numbers if a roof replacement is required. The report will also recommend a course of action to maintain the roofs, with items listed along with budget figures to carry out the listed repairs. This evaluation will help formulate Council's recommendations for a go forward roof replacement and maintenance plan.

Quotes have been received from three contractors in relation to the potential replacement of the east side Clubhouse roof.

Members of the Roofing Committee conducted informal inspections of the roofs on the Mayfair and Windsor apartment buildings. The purpose of the inspection was to look for obvious deficiencies that require attention. Nothing of a serious nature was noted and a list of follow-up items have been forwarded to the Caretaker.

### **INVESTMENT COMMITTEE**

No Report.

### **NEW BUSINESS**

**Helper for Don** – David Bremner will be contracting his services to Chelsea Gardens to help Don out around the complex.

**Fireplace Cleaning** – Klayne has posted notices and has provided his phone number. Call to coordinate with him if you want to arrange for fireplace servicing.

**Updated Bylaws and Rules** – The updated bylaws and rules are available on the website, [chelseatoday.org](http://chelseatoday.org). Council discussed the option of printing all new rules and bylaws for the Owners, however the cost associated with this is considerable. Anyone can access the website and have the bylaws and rules printed at their own costs. If you do not have a printer, you can download the file, add to a USB stick and take it to staples to print. You can also email [jesse@crpm.ca](mailto:jesse@crpm.ca) to get an electronic copy sent. Ashley will also email this to residents who have email registered at the office and have consented to going paperless.

**Junk Left at Kensington Garbage Area** – It was reported about someone leaving junk at the garbage area of the Kensington Area. The cameras will be reviewed to see who did this and fines may be applied to the source unit.

**Town House Unit dropping Renovation Materials** – It was **MOVED, SECONDED and CARRIED** to fine a townhouse unit for dumping renovation materials in the apartment drop off area on Trash and Treasure Day.

**Pond Streamers and Ropes** – The Streamers and ropes have been removed from the turtle pond area.

**Horizontal and Vertical Drain Cleaning** – It was **MOVED, SECONDED and CARRIED** to approve the quote for the drain cleaning.

**Break-Ins to vehicles** – Residents are reminded to make sure you lock your vehicles, as people can roam through the complex and try the doors of cars to gain access to unlocked ones. This did occur last week.

**Fire Hazard at Clubhouse** – It was noted that there was an accumulation of cigarette butts just outside the pub door of the clubhouse.

**RV lot Drain Scoping** – The drains for the RV lot were scoped and a few drains were discovered to have blockages. Also, a section on the city lines is blocked. The city will be contacted.

**Pool Weekly Service** – It was **MOVED, SECONDED and CARRIED** to approve a weekly service done by a pool maintenance company.

**Front and East Gate Quotes** – It was **MOVED, SECONDED and CARRIED** to approve the quotes from Precision Door and Gate to do repairs on the east gate and the front entrance sliding gate.

**Geotechnical Investigation for Pavement Conditions** – Council reviewed a quote to do an inspection and report of the entire complex roadway system. Council has tabled this decision.

**Summer Poolside Event** – A complex wide event will take place on August 19<sup>th</sup> 2023. The under 19 swim time from 5PM – 6PM on this date will be cancelled to accommodate the event from 3PM – 10PM

**Dirty siding spot washing** – Council will look at getting a spot washing program in place to deal with the very bad areas that have accumulated a good amount of algae.

**Pool Signs** – Council will acquire new updated pool rule signs.

**Delivery Drivers** – It is noted that Residents should make sure their delivery drivers know where they are to drop off the goods being delivered.

**Units for Sale** – It has been reported that an apartment unit is listed as a 3 bedroom unit. This is against the Strata Bylaws. The Realtor has been advised that this is invalid. The bylaws state:

**37. Maximum Occupants**

- (1) Chelsea Gardens units are defined under the Strata Plan and Disclosure Statement and state a maximum of two (2) bedrooms throughout the Strata Corporation and each strata lot shall be subject to the following limits on the number of persons who may reside in the strata lot at any given time:
  - (a) no more than 2 persons in a one-bedroom strata lot;
  - (b) no more than 4 persons in a two-bedroom strata lot;

**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.

Stage 2 Water Restriction in effect August 4<sup>th</sup>:

## Stage 2 water restrictions

### Activities prohibited under Stage 2

- Lawn watering, including schools and City lawns, parks, and grass boulevards
- Topping up or filling pools, hot tubs, ornamental fountains or water features
- Operating water spray parks (unless it is equipped with user-activated switches)

*Water restrictions will be strictly enforced by the City according to the [Bylaw Contravention Fines](#) (see Schedule 13).*

### Activities permitted during Stage 2

#### Watering trees, shrubs, and flowers

- **Residential:** 5 to 9am for sprinklers, any day.
- **Non-residential:** 4 to 9am for sprinklers, any day.
- Water at any time, any day, if hand watering or using drip irrigation.

#### Other permitted activities

- Water your edible plants garden at any time.
- Wash a car or a boat any day at any time with a handheld hose on a gravel 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.
- Wash or pressure wash outdoor surfaces any day at any time with a handheld hose or pressure washer.
- Watering of fairways is allowed once a week, except when operating under an approved Water Use Plan
- Watering soil-based playing fields is allowed no more than 4 days per week between 7pm and 9pm, except:
  - if watering newly seeded fields with a valid and subsisting Special Sprinkling Permit – New Lawn; or
  - if operating under an approved Water Use Plan.
- An automatic shut-off device (spray nozzle) is required on hoses.

## ADJOURNMENT

The meeting was adjourned at 5:07PM

The next Council meeting is Tuesday, August 22 @ 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**



# CHELSEA GARDENS EMERGENCY PREPAREDNESS

July 2023



The Chelsea Gardens Emergency Preparedness and Response Program is comprised of a number of specific teams. We will share information from time to time on roles and responsibilities for these teams as part of our monthly Council Minutes inserts.

## LEADERSHIP TEAM OVERVIEW

### General Roles and Responsibilities

- Develops and plans the overall program, training and exercises to respond to emergency situations.
- Forms the Incident Command Team during an emergency response.
- Identifies, acquires and stores supplies for when the need arises.
- Manages the annual program budget.
- Provides direction and support to each of the sub-teams including apartment building and floor captains and townhouse zone captains.
- Provides information and education to all residents on the goals and delivery of the emergency preparedness program.

### Incident Specific Role and Responsibilities

- Interfaces with Chelsea Gardens Strata Council when an event occurs to determine whether an emergency is declared.
- Acts as the Incident Command Team during a declared emergency situation.
- Sets objectives and priorities, and has overall responsibility for the management of an emergency incident or event.
- Designates the location of and operates the Incident Command Post during an event.
- Responds to and tracks reported incidents associated with the emergency.
- Considers the impact an event may have on Chelsea Gardens and its residents.
- Implements an Incident Action Plan engaging resources from each of the response teams as required.
- Monitors effectiveness of incident response actions, modifies Incident Action Plan as needed.
- Updates all Team Leaders on status of reported and actioned incidents as appropriate.
- Manages the response to the incident until the matter is resolved or control is handed over to Professional Emergency Response Personnel.
- Provides a timely summary report on the incident and response to Chelsea Gardens Strata Council

**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](mailto:kdmcleod@telus.net), or 778.591.3999.**

**Balance Sheet (Accrual)**  
**CHELSEA - Contingency - 02 (lms1416c)**  
**June 2023**

Page 1  
07/18/2023  
7:52 PM

**Prepared For:**  
CHELSEA - Contingency - 02  
  
Surrey, BC

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

**ASSETS**

1025-0000	Bank - Westminster - Contingency	1,562,179.38
1038-1334	Prospera GIC - 4.7860% - Feb.27/24	250,000.00
1038-1335	Prospera GIC - 4.7860% - Feb.27/24	250,000.00
1038-1336	Prospera GIC - 4.7860% - Feb.27/24	250,000.00
1038-1337	Prospera GIC - 4.7860% - Feb.27/24	250,000.00
1106-0000	Insurance Claim Receivable	162,547.16
1109-0100	Due to CRF from Operating-Insurance	471,016.00
	<b>TOTAL ASSETS</b>	<u>3,195,742.54</u>

**LIABILITIES**

2010-0000	Accounts Payable	24,370.50
2012-2500	Accrued Expenses	28,909.05
	<b>TOTAL LIABILITIES</b>	<u>53,279.55</u>

**OWNERS EQUITY**

**RESERVES**

3500-0000	Net Income - Prior Years	2,921,721.81
3510-0000	Net Income - Current Year	220,741.18
	<b>TOTAL OWNERS' EQUITY</b>	<u>3,142,462.99</u>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<u>3,195,742.54</u>

Date: JUL 18/2023  
Accountant: [Signature]  
Property Manager: [Signature]

**Budget Comparison (Accrual)**  
**CHELSEA - Contingency - 02 (Ims1416c)**  
**June 2023**

**Prepared For:**  
CHELSEA - Contingency - 02  
  
Surrey, BC

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

	MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual	
<b>INCOME</b>								
4010-5000	Strata Fees - Apartments	21,036.75	21,036.75	0.00	84,147.00	84,147.00	0.00	252,441.00
4010-6000	Strata Fees - Townhomes	45,767.75	45,767.75	0.00	183,071.00	183,071.00	0.00	549,213.00
	<b>TOTAL</b>	<b>66,804.50</b>	<b>66,804.50</b>	<b>0.00</b>	<b>267,218.00</b>	<b>267,218.00</b>	<b>0.00</b>	<b>801,654.00</b>
4031-0000	Interest Income	7,027.24	0.00	7,027.24	35,937.42	0.00	35,937.42	0.00
4031-6000	Interest Income- Insur. Loan	1,630.83	0.00	1,630.83	6,523.32	0.00	6,523.32	0.00
	<b>TOTAL</b>	<b>8,658.07</b>	<b>0.00</b>	<b>8,658.07</b>	<b>42,460.74</b>	<b>0.00</b>	<b>42,460.74</b>	<b>0.00</b>
	<b>TOTAL INCOME</b>	<b>75,462.57</b>	<b>66,804.50</b>	<b>8,658.07</b>	<b>309,678.74</b>	<b>267,218.00</b>	<b>42,460.74</b>	<b>801,654.00</b>
<b>TOWNHOUSE EXPENSES</b>								
6342-2023	2023 Townhouse Envelope Repairs	3,093.53	7,083.33	3,989.80	14,175.31	28,333.32	14,158.01	85,000.00
6344-2023	Garage Doors	0.00	4,166.67	4,166.67	0.00	16,666.68	16,666.68	50,000.00
6345-2023	Townhouse Roof	0.00	16,666.67	16,666.67	0.00	66,666.68	66,666.68	200,000.00
	<b>TOTAL OPERATING EXPS. - T.H.</b>	<b>3,093.53</b>	<b>27,916.67</b>	<b>24,823.14</b>	<b>14,175.31</b>	<b>111,666.68</b>	<b>97,491.37</b>	<b>335,000.00</b>
<b>REPAIR &amp; MAINTENANCE- GENERAL</b>								
6510-2023	Sinkhole Remediation	10,066.75	0.00	-10,066.75	10,066.75	0.00	-10,066.75	0.00
6521-2023	Fire Equipment Replacement	44,336.25	8,333.33	-36,002.92	62,695.50	33,333.32	-29,362.18	100,000.00
	<b>TOTAL REPAIR &amp; MAINT.</b>	<b>54,403.00</b>	<b>8,333.33</b>	<b>-46,069.67</b>	<b>72,762.25</b>	<b>33,333.32</b>	<b>-39,428.93</b>	<b>100,000.00</b>
<b>RECREATION CENTRE - COMMON</b>								
6707-2023	Clubhouse Roof Replacement	0.00	12,500.00	12,500.00	0.00	50,000.00	50,000.00	150,000.00
6708-2023	Clubhouse Pool Liner Replacement	0.00	1,666.67	1,666.67	2,000.00	6,666.68	4,666.68	20,000.00
6712-2023	Clubhouse Awning Restoration	0.00	3,333.33	3,333.33	0.00	13,333.32	13,333.32	40,000.00
	<b>TOTAL OPER. EXPS-REC. CENTRE</b>	<b>0.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>2,000.00</b>	<b>70,000.00</b>	<b>68,000.00</b>	<b>210,000.00</b>
	<b>TOTAL COMMON EXPENSES</b>	<b>54,403.00</b>	<b>25,833.33</b>	<b>-28,569.67</b>	<b>74,762.25</b>	<b>103,333.32</b>	<b>28,571.07</b>	<b>310,000.00</b>
	<b>TOTAL EXPENSES</b>	<b>57,496.53</b>	<b>53,750.00</b>	<b>-3,746.53</b>	<b>88,937.56</b>	<b>215,000.00</b>	<b>126,062.44</b>	<b>645,000.00</b>
	<b>NET INCOME (LOSS)</b>	<b>17,966.04</b>	<b>13,054.50</b>	<b>4,911.54</b>	<b>220,741.18</b>	<b>52,218.00</b>	<b>168,523.18</b>	<b>156,654.00</b>

**Balance Sheet (Accrual)**  
**CHELSEA - Operations - 02 (lms1416)**  
**June 2023**

**Prepared For:**  
CHELSEA - Operations - 02  
  
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	135,620.28
1027-0000	Bank - Water Surcharge	80,330.03
1028-1300	Bank - Golf Tournament Funds	3,285.15
1029-0000	Bank - Apt Utilities	25,843.25
1030-0000	Bank - Exercise Room	1,283.53
1040-0000	Bank - Social Committee	6,070.63
1200-0000	Prepaid Insurance	471,016.00
1300-0000	Accounts Receivable	3,751.37
	<b>TOTAL ASSETS</b>	<b>727,417.59</b>

**LIABILITIES**

2010-0000	Accounts Payable	86,253.32
2014-0000	Accrued Water & Sewer	0.00
2017-0000	Social Committee Fund	6,070.63
2018-0000	Exercise Room	1,283.53
2019-0000	Golf Tournament Fund	3,285.15
2035-0000	Security Deposits	300.00
2040-0003	Due to Contingency-Insurance	471,016.00
2170-0000	Vacation Payable	1,423.71
2250-0000	Pre-Paid Fees	915.93
	<b>TOTAL LIABILITIES</b>	<b>570,548.27</b>

**OWNERS EQUITY**

**RESERVES**

3500-0000	Net Income - Prior Years	40,014.28
3510-0000	Net Income - Current Year	80,217.07
3510-2000	Net Income - Utilities	20,095.52
3510-3000	Net Income - Water & Sewer	16,542.45
	<b>TOTAL OWNERS' EQUITY</b>	<b>156,869.32</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>727,417.59</b>

Date: JUL 18/2023  
Accountant: [Signature]  
Property Manager: [Signature]

## Budget Comparison (Accrual) CHELSEA - Operations - 02 (lms1416) June 2023

Prepared For:  
CHELSEA - Operations - 02  
  
Surrey, BC

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

	MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual	
<b>INCOME</b>								
4010-0000	Strata Fees	71,444.60	71,444.33	0.27	285,773.47	285,777.32	-3.85	857,332.00
4012-0000	CRF Strata Fees - Apartments	-21,036.75	-21,036.75	0.00	-84,147.00	-84,147.00	0.00	-252,441.00
4015-0000	Parking, Scooter & EV Parking	687.00	625.00	62.00	2,748.00	2,500.00	248.00	7,500.00
4022-0000	Move in/out	0.00	83.33	-83.33	300.00	333.32	-33.32	1,000.00
4025-0000	Prior Year Surplus (Deficit)	1,040.42	1,040.42	0.00	4,161.68	4,161.68	0.00	12,485.00
	<b>TOTAL</b>	<b>52,135.27</b>	<b>52,156.33</b>	<b>-21.06</b>	<b>208,836.15</b>	<b>208,625.32</b>	<b>210.83</b>	<b>625,876.00</b>
4030-0000	Strata Fees	133,013.42	133,013.42	0.00	532,053.68	532,053.68	0.00	1,596,161.00
4032-0000	CRF Strata Fees - Townhomes	-45,767.75	-45,767.75	0.00	-183,071.00	-183,071.00	0.00	-549,213.00
4037-0000	Prior Year Surplus	2,615.25	2,615.25	0.00	10,461.00	10,461.00	0.00	31,383.00
	<b>TOTAL</b>	<b>89,860.92</b>	<b>89,860.92</b>	<b>0.00</b>	<b>359,443.68</b>	<b>359,443.68</b>	<b>0.00</b>	<b>1,078,331.00</b>
<b>OTHER</b>								
4040-0000	Rental - Fireside Lounge	300.00	66.67	233.33	600.00	266.68	333.32	800.00
4045-0000	Rental - Caretaker Suite	600.00	600.00	0.00	2,400.00	2,400.00	0.00	7,200.00
4050-0000	Rental - Guest Suites	2,400.00	750.00	1,650.00	4,800.00	3,000.00	1,800.00	9,000.00
4055-0000	R.V. Parking	750.00	833.33	-83.33	3,025.00	3,333.32	-308.32	10,000.00
4060-0000	Miscellaneous	0.00	0.00	0.00	50.00	0.00	50.00	0.00
4062-0000	Dish and Cutlery Rental	25.00	0.00	25.00	25.00	0.00	25.00	0.00
4065-0000	Interest Income	695.82	125.00	570.82	2,284.10	500.00	1,784.10	1,500.00
4066-0000	Remote Control Sale	950.00	150.00	800.00	1,985.00	600.00	1,385.00	1,800.00
4084-0000	Keys	-10.00	0.00	-10.00	0.00	0.00	0.00	0.00
	<b>TOTAL OTHER</b>	<b>5,710.82</b>	<b>2,525.00</b>	<b>3,185.82</b>	<b>15,169.10</b>	<b>10,100.00</b>	<b>5,069.10</b>	<b>30,300.00</b>
	<b>TOTAL INCOME</b>	<b>147,707.01</b>	<b>144,542.25</b>	<b>3,164.76</b>	<b>583,448.93</b>	<b>578,169.00</b>	<b>5,279.93</b>	<b>1,734,507.00</b>
<b>EXPENSES</b>								
6030-0000	Apt Janitor/Contract Services	2,089.50	2,500.00	410.50	8,358.00	10,000.00	1,642.00	30,000.00
6208-0000	Building Maint. - Apartments	3,418.80	3,333.33	-85.47	4,667.01	13,333.32	8,666.31	40,000.00
6215-0000	Equipment Maint.-Apartments	2,063.51	6,250.00	4,186.49	11,526.85	25,000.00	13,473.15	75,000.00
6268-0050	Elevator Maint. - Apartments	1,594.68	1,458.33	-136.35	5,444.76	5,833.32	388.56	17,500.00
6275-0000	Gate & Door Maint. - Apartment	0.00	500.00	500.00	910.70	2,000.00	1,089.30	6,000.00
6279-0000	Garbage Pick-up - Apts.	3,522.30	2,250.00	-1,272.30	8,273.31	9,000.00	726.69	27,000.00
	<b>TOTAL EXPS. BEFORE UTILITIES</b>	<b>12,688.79</b>	<b>16,291.66</b>	<b>3,602.87</b>	<b>39,180.63</b>	<b>65,166.64</b>	<b>25,986.01</b>	<b>195,500.00</b>
<b>TOWNHOUSE EXPENSES</b>								
6315-0000	Building Maint. - Townhomes	997.70	5,166.67	4,168.97	5,522.23	20,666.68	15,144.45	62,000.00
6320-0000	Garbage Pick-up - Townhomes	9,506.32	6,666.67	-2,839.65	24,256.98	26,666.68	2,409.70	80,000.00
	<b>TOTAL OPERATING EXPS. - T.H.</b>	<b>10,504.02</b>	<b>11,833.34</b>	<b>1,329.32</b>	<b>29,779.21</b>	<b>47,333.36</b>	<b>17,554.15</b>	<b>142,000.00</b>
<b>COMMON EXPENSES</b>								
<b>LANDSCAPING &amp; GROUNDS</b>								
6415-0000	Landscape Contract	14,070.00	14,166.67	96.67	56,280.00	56,666.68	386.68	170,000.00
6425-0000	Drainage Repair & Maint-Ground	0.00	1,666.67	1,666.67	0.00	6,666.68	6,666.68	20,000.00
6435-0000	Plant Replacement & Imp-Ground	1,785.00	1,083.33	-701.67	3,045.00	4,333.32	1,288.32	13,000.00
6440-0000	Irrigation System	0.00	333.33	333.33	272.15	1,333.32	1,061.17	4,000.00
6455-0000	Snow Removal	0.00	1,166.67	1,166.67	100.00	4,666.68	4,566.68	14,000.00
	<b>TOTAL LANDS. &amp; GROUNDS</b>	<b>15,855.00</b>	<b>18,416.67</b>	<b>2,561.67</b>	<b>59,697.15</b>	<b>73,666.68</b>	<b>13,969.53</b>	<b>221,000.00</b>
<b>REPAIR &amp; MAINTENANCE- GENERAL</b>								
6510-0000	Repair & Maintenance	222.16	1,583.33	1,361.17	2,738.51	6,333.32	3,594.81	19,000.00
6515-0000	Equipment Rep. & Maint.-Common	752.00	1,083.33	331.33	10,996.94	4,333.32	-6,663.62	13,000.00

6520-0000	Supplies Equipment - Common	1,783.00	416.67	-1,366.33	4,082.03	1,666.68	-2,415.35	5,000.00
6525-0000	Supplies Maintenance-Common	0.00	208.33	208.33	140.29	833.32	693.03	2,500.00
6530-0000	Supplies Cleaning - Common	0.00	41.67	41.67	0.00	166.68	166.68	500.00
6535-0000	Enterphone and Security	67.97	791.67	723.70	3,385.90	3,166.68	-219.22	9,500.00
6560-0000	Gate Repair & Maint. - Common	452.66	291.67	-160.99	1,104.13	1,166.68	62.55	3,500.00
6565-0000	Pest Control - Common	330.10	1,333.33	1,003.23	2,406.89	5,333.32	2,926.43	16,000.00
	<b>TOTAL REPAIR &amp; MAINT.</b>	<b>3,607.89</b>	<b>5,750.00</b>	<b>2,142.11</b>	<b>24,854.69</b>	<b>23,000.00</b>	<b>-1,854.69</b>	<b>69,000.00</b>
	<b>UTILITIES</b>							
6576-0000	Electricity	173.00	200.00	27.00	692.00	800.00	108.00	2,400.00
6577-0000	Electricity Ponds - Common	425.00	466.67	41.67	1,700.00	1,866.68	166.68	5,600.00
6580-0000	Electricity Stream - Common	612.00	733.33	121.33	2,448.00	2,933.32	485.32	8,800.00
6595-0000	Telephone Caretaker	96.99	141.67	44.68	389.76	566.68	176.92	1,700.00
	<b>TOTAL UTILITIES</b>	<b>1,306.99</b>	<b>1,541.67</b>	<b>234.68</b>	<b>5,229.76</b>	<b>6,166.68</b>	<b>936.92</b>	<b>18,500.00</b>
	<b>RV LOT EXPENSES</b>							
6640-0000	Repair & Maintenance - RV Lot	0.00	125.00	125.00	0.00	500.00	500.00	1,500.00
6690-0000	Electricity - RV Lot	68.00	79.17	11.17	272.00	316.68	44.68	950.00
	<b>TOTAL OPERATING EXPS-RV LOT</b>	<b>68.00</b>	<b>204.17</b>	<b>136.17</b>	<b>272.00</b>	<b>816.68</b>	<b>544.68</b>	<b>2,450.00</b>
	<b>RECREATION CENTRE - COMMON</b>							
6710-0000	Bldg Repair & Maint-Rec Centre	518.80	750.00	231.20	698.52	3,000.00	2,301.48	9,000.00
6712-0000	Equip. Rep. & Maint.-Clubhouse	390.00	2,083.33	1,693.33	1,088.18	8,333.32	7,245.14	25,000.00
6715-0000	Lock Up Costs - Rec. Centre	80.00	175.00	95.00	400.00	700.00	300.00	2,100.00
6725-0000	Exercise Equip R & M-Rec Centr	0.00	1,000.00	1,000.00	8,512.54	4,000.00	-4,512.54	12,000.00
6730-0000	Workshop R & M-Rec. Centre	14.53	83.33	68.80	69.00	333.32	264.32	1,000.00
6735-0000	Pool Repair & Maint.-Rec. Cent	465.15	750.00	284.85	3,954.83	3,000.00	-954.83	9,000.00
6740-0000	Pool Supplies & Chemicals-Rec.	0.00	458.33	458.33	2,143.16	1,833.32	-309.84	5,500.00
6750-0000	Cleaning Supplies-Rec. Centre	0.00	183.33	183.33	723.79	733.32	9.53	2,200.00
6755-0000	Window & Carpet Cleaning-Rec.	0.00	83.33	83.33	0.00	333.32	333.32	1,000.00
6764-0000	Electricity - Rec. Centre	1,853.00	2,000.00	147.00	7,412.00	8,000.00	588.00	24,000.00
6765-0000	Gas - Rec. Centre	1,082.59	2,166.67	1,084.08	4,767.32	8,666.68	3,899.36	26,000.00
	<b>TOTAL OPER. EXPS-REC. CENTRE</b>	<b>4,404.07</b>	<b>9,733.32</b>	<b>5,329.25</b>	<b>29,769.34</b>	<b>38,933.28</b>	<b>9,163.94</b>	<b>116,800.00</b>
	<b>SALARIES &amp; BENEFITS</b>							
6820-0000	Caretaker Salary and Benefits	4,583.34	5,000.00	416.66	18,121.83	20,000.00	1,878.17	60,000.00
6830-0000	Caretaker Assistant Wages	1,276.10	1,625.00	348.90	4,958.56	6,500.00	1,541.44	19,500.00
6865-0000	R. C. Janitor Wages and Ben.	1,680.00	1,833.33	153.33	6,720.00	7,333.32	613.32	22,000.00
6875-0000	Payroll Costs	828.50	1,000.00	171.50	3,339.96	4,000.00	660.04	12,000.00
6890-0000	Workers Compensation Board	0.00	125.00	125.00	52.50	500.00	447.50	1,500.00
	<b>TOTAL SALARIES &amp; PAYROLL COSTS</b>	<b>8,367.94</b>	<b>9,583.33</b>	<b>1,215.39</b>	<b>33,192.85</b>	<b>38,333.32</b>	<b>5,140.47</b>	<b>115,000.00</b>
	<b>OFFICE EXPENSES</b>							
6910-0000	Equipment Rep. & Maint.-Office	95.39	91.67	-3.72	477.61	366.68	-110.93	1,100.00
6915-0000	Supplies	73.55	75.00	1.45	207.60	300.00	92.40	900.00
6920-0000	Telephone & Cable - Office	316.69	291.67	-25.02	1,226.22	1,166.68	-59.54	3,500.00
	<b>TOTAL OFFICE EXPENSES</b>	<b>485.63</b>	<b>458.34</b>	<b>-27.29</b>	<b>1,911.43</b>	<b>1,833.36</b>	<b>-78.07</b>	<b>5,500.00</b>
	<b>ADMINISTRATION</b>							
6970-0000	AGM Expenses - Admin.	0.00	416.67	416.67	3,728.78	1,666.68	-2,062.10	5,000.00
6975-0000	Council Expenses - Admin.	0.00	291.67	291.67	0.00	1,166.68	1,166.68	3,500.00
6980-0000	Legal Expenses	0.00	375.00	375.00	103.83	1,500.00	1,396.17	4,500.00
6984-0000	Postage and Printing	580.50	1,416.67	836.17	3,153.31	5,666.68	2,513.37	17,000.00
6985-0000	Insurance Appraisal	0.00	16.67	16.67	0.00	66.68	66.68	200.00
6990-0000	Insurance Premiums	58,877.00	58,877.00	0.00	235,508.00	235,508.00	0.00	706,524.00
6992-0000	Insurance Carrying Charges	1,630.83	1,630.83	0.00	6,523.32	6,523.32	0.00	19,570.00
7000-0000	Management Fees	6,988.58	6,988.58	0.00	27,954.32	27,954.32	0.00	83,863.00
7010-0000	Property Taxes - Admin.	542.47	54.17	-488.30	542.47	216.68	-325.79	650.00
7020-0000	Security - Admin.	0.00	166.67	166.67	0.00	666.68	666.68	2,000.00
7023-0000	Emergency Preparedness	0.00	333.33	333.33	1,588.64	1,333.32	-255.32	4,000.00
7025-0000	Bank Charges	10.00	12.50	2.50	40.00	50.00	10.00	150.00
7030-0000	Strata Web Site	0.00	33.33	33.33	0.00	133.32	133.32	400.00
7051-0000	Statutory Financial Review	0.00	116.67	116.67	202.13	466.68	264.55	1,400.00
	<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>68,629.38</b>	<b>70,729.76</b>	<b>2,100.38</b>	<b>279,344.80</b>	<b>282,919.04</b>	<b>3,574.24</b>	<b>848,757.00</b>
	<b>TOTAL COMMON EXPENSES</b>	<b>102,724.90</b>	<b>116,417.26</b>	<b>13,692.36</b>	<b>434,272.02</b>	<b>465,669.04</b>	<b>31,397.02</b>	<b>1,397,007.00</b>
	<b>TOTAL EXPENSES</b>	<b>125,917.71</b>	<b>144,542.26</b>	<b>18,624.55</b>	<b>503,231.86</b>	<b>578,169.04</b>	<b>74,937.18</b>	<b>1,734,507.00</b>
	<b>NET INCOME (LOSS)</b>	<b>21,789.30</b>	<b>-0.01</b>	<b>21,789.31</b>	<b>80,217.07</b>	<b>-0.04</b>	<b>80,217.11</b>	<b>0.00</b>

REVENUE UTILITIES								
REVENUE - APARTMENT UTILITIES								
9260-0000	Utilities Income - Apts.	15,531.50	15,531.50	0.00	62,126.00	62,126.00	0.00	186,378.00
9262-0000	Utilities Interest Income	117.43	0.00	117.43	564.47	0.00	564.47	0.00
9264-0000	Prior Year Surplus (Deficit)	0.00	0.00	0.00	22,706.95	22,707.00	-0.05	22,707.00
	<b>TOTAL APARTMENT UTILITIES</b>	<b>15,648.93</b>	<b>15,531.50</b>	<b>117.43</b>	<b>85,397.42</b>	<b>84,833.00</b>	<b>564.42</b>	<b>209,085.00</b>
UTILITY EXPENSES								
ELECTRICITY - APARTMENTS								
9360-0000	Electricity Kens & Mayfair	2,537.00	2,756.25	219.25	10,148.00	11,025.00	877.00	33,075.00
9365-0000	Electricity Windsor	1,593.00	1,750.00	157.00	6,372.00	7,000.00	628.00	21,000.00
	<b>TOTAL ELECTRICITY - APART.</b>	<b>4,130.00</b>	<b>4,506.25</b>	<b>376.25</b>	<b>16,520.00</b>	<b>18,025.00</b>	<b>1,505.00</b>	<b>54,075.00</b>
GAS - APARTMENTS								
9410-0000	Gas - Mayfair	1,331.98	2,741.67	1,409.69	10,849.72	10,966.68	116.96	32,900.00
9420-0000	Gas - Kensington	2,413.18	5,217.50	2,804.32	19,795.60	20,870.00	1,074.40	62,610.00
9430-0000	Gas - Windsor	2,002.57	4,958.33	2,955.76	18,136.58	19,833.32	1,696.74	59,500.00
	<b>TOTAL GAS - APARTMENTS</b>	<b>5,747.73</b>	<b>12,917.50</b>	<b>7,169.77</b>	<b>48,781.90</b>	<b>51,670.00</b>	<b>2,888.10</b>	<b>155,010.00</b>
	<b>TOTAL UTILITIES - APARTMENT</b>	<b>9,877.73</b>	<b>17,423.75</b>	<b>7,546.02</b>	<b>65,301.90</b>	<b>69,695.00</b>	<b>4,393.10</b>	<b>209,085.00</b>
	<b>NET INCOME (LOSS) UTILITIES</b>	<b>5,771.20</b>	<b>-1,892.25</b>	<b>7,663.45</b>	<b>20,095.52</b>	<b>15,138.00</b>	<b>4,957.52</b>	<b>0.00</b>
REVENUE - WATER INCOME								
9650-0000	Water - Apartments	5,760.00	5,760.00	0.00	23,040.00	23,040.00	0.00	69,120.00
9700-0000	Water - Townhouses	8,424.00	8,424.00	0.00	33,696.00	33,696.00	0.00	101,088.00
9725-0000	Water - Interest Income	354.41	0.00	354.41	1,298.19	0.00	1,298.19	0.00
9745-0000	Prior Year Surplus (Deficit)	0.00	0.00	0.00	22,295.84	22,296.00	-0.16	22,296.00
	<b>TOTAL WATER INCOME</b>	<b>14,538.41</b>	<b>14,184.00</b>	<b>354.41</b>	<b>80,330.03</b>	<b>79,032.00</b>	<b>1,298.03</b>	<b>192,504.00</b>
WATER EXPENSE								
9850-0000	Water Usage	15,661.58	16,042.00	380.42	63,787.58	64,168.00	380.42	192,504.00
	<b>TOTAL WATER</b>	<b>15,661.58</b>	<b>16,042.00</b>	<b>380.42</b>	<b>63,787.58</b>	<b>64,168.00</b>	<b>380.42</b>	<b>192,504.00</b>
	<b>NET INCOME (LOSS) WATER</b>	<b>-1,123.17</b>	<b>-1,858.00</b>	<b>734.83</b>	<b>16,542.45</b>	<b>14,864.00</b>	<b>1,678.45</b>	<b>0.00</b>





# AUGUST

## Events Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31 Arts/Crafts 1:00 Canasta 6:45pm Ladies' Snooker 7pm	1 Pillow Pals 1:30	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 1:00 Canasta 6:45pm Ladies' Snooker 6pm Volleyball 6:15	8	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 1:00 Canasta 6:45pm Ladies' Snooker 6pm Volleyball 6:15	15 Pillow Pals 1:30	16 Coffee 9:30 Whist 7 pm Poker 6 pm	17 Euchre 7 pm Dance 3:00	18 Pub Night BYOB	19
20	21 Arts/Crafts 1:00 Canasta 6:45pm Ladies' Snooker 6pm Volleyball 6:15	22	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 1:00 Canasta 6:45pm Ladies' Snooker 6pm Volleyball 6:15	29 Pillow Pals 1:30	30 Coffee 9:30 Whist 7 pm Poker 6 pm	31 Euchre 7 pm Dance 3:00	1 Pub Night BYOB	2

**Summer Exercise**

**Monday**  
9:00am  
Pool Exercise

**Tuesday**  
9:00am  
Pool Exercise

**Wednesday**  
9:00am  
Pool Exercise

**Thursday**  
9:00am  
Pool Exercise

**Friday**  
9:00am  
Pool Exercise

**Play**  
**SNOOKER/**  
**POOL/**  
**BILLIARDS**  
**Anytime**