

CHELSEA GARDENS₁ - LMS 1416

www.chelseastrata.com

E-Mail: ross@crpm.ca or chelseacouncil@crpm.ca

COUNCIL MEETING MINUTES – TUESDAY NOVEMBER 21, 2017 – 1:00 PM CLUBHOUSE LIBRARY

STRATA COUNCIL - 2017/2018

PRESIDENT

Zenon Jalbert – TH-202

VICE-PRESIDENT

Bernice Hutton - TH-149

SECRETARY

Bob Hurley - W-122

TREASURER

Victor Monasch- T153

COUNCIL MEMBERS AT LARGE

Garry Kirkland - K-405

Gordon Yamashita - K202

Charlie Sweet – W227

LANDSCAPING

Bernice Hutton - TH-149

SECURITY

Charlie Sweet-W227

MAINTENANCE/LIAISONS

Garry Kirkland - Townhouses

Gordon Yamashita – Apartments

SOCIAL LIAISON

Bob Hurley

RV COMMITTEE LIAISON

Gordon Yamashita

APARTMENT LIAISON

Gordon Yamashita

TOWNHOME LIAISON/MAINTENANCE

Garry Kirkland

CLUBHOUSE EXERCISE ROOM/WORKSHOP

/BRING FORWARD

Zenon Jalbert

FOUNTAINS/PONDS

Bob Hurley

CLUBHOUSE OFFICE

Valerie Morris

M, TU, TH, and F - 11:00 AM to Noon

Guest suite booking and Keys

CARETAKERS

(7:00 AM-3:00 PM-Monday-Friday)

John Unger - (604) 834-4578

(5:00 PM-7:00 AM Monday-Friday)

(7:00AM-1:00PM Saturday)

Nights/weekends – Valerie Morris

(604) 834-4578

STRATA MANAGERS

Ross Ruddick

Jesse Train

E-Mail: ross@crpm.ca

jesse@crpm.ca

CROSSROADS MANAGEMENT LTD.

1011, 7445 132ND STREET,

SURREY, B.C. V3W 1J8

Phone: (778) 578-4445

Fax: (778) 578-4447

EMERGENCY CONTACT

24 HOUR SERVICE (778) 578-4445

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

ATTENDANCE:

Bernice Hutton

Victor Monasch

Zenon Jalbert

Charlie Sweet

Garry Kirkland

Gordon Yamashita

Bob Hurley

REGRETS

Ross Ruddick, Strata manager

Jesse Train, Strata Manager

(1) CALL TO ORDER

The meeting was called to order at 1:00 PM by Zenon Jalbert, President, and a quorum being present.

(2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED** and **SECONDED** to adopt the minutes of the October 24, 2017 council meeting as circulated.

CARRIED

(3) CARETAKER'S REPORT – NOVEMBER 2017 – JOHN UNGER

As we quickly approach the Christmas Season it is just a reminder to be snow ready. We have a great supply of salt and snow melt and it should take us though the rough times. The snow blower was recently tuned up and is ready to go. If you live in a townhouse are going to be away during the snow season please make sure that someone can clear your driveway. Unshovelled driveways send a clear message to the prowlers in our complex that someone isn't home.

I also have to remind everyone that even though the event may seem insignificant please report if you have noticed someone has been searching through your car. We have also had someone ringing doorbells at 2.30 in the morning. This could be a bunch of kids but it should not be taken lightly and make sure you verify if there is someone there before opening the door.

True Level has finished the concrete work for this years' budget and all those that did not get done this year will need to be assessed for next year's schedule. This also applies to townhouse repairs as well unless it is something that requires urgent attention.

Smoke alarms were recently checked and 2023/2024 seem to be the dates scheduled to be replaced. Owners who have yet to provide this information to CrossRoads are asked to email ross@crpm.ca with your unit number and the expiry date of your smoke alarm(s). Batteries are ongoing and should be replaced every 2 years or when they start to beep.

We had an incident in one of our condo buildings where the drain had to be taken apart in the parkade due to blockage. The amount of grease, fat, egg shells ...from cooking had completely filled in the 4 inch pipe causing a backup in the unit(s) above. With the help of an out of town visitor whom I never really thanked enough, (Brian from Wisconsin), we were able to unplug the drains and clean out the section that was plugged. Unfortunately all the sludge and xxx from the pipes came down and coated the poor man from head to foot. [Your Maintenance Responsibilities for Sanitary Sewer | City of Surrey](#) is a comprehensive site to visit should you have questions about proper disposal. There will be shut off day scheduled for pipe cleaning and the condos will be notified in advance.

I do have a personal request. Please do not sort your newspaper and dispose of the flyers in the garbage cans in the lobby's and mail room. The bags become very difficult to manage and are extremely heavy. Please take paper and flyers home and recycle in the blue box. Thanks.

Very positive response for the Telus fibre optic installations. We will be notified in advance of the dates the installs are to occur.

Gutter cleaning is scheduled to begin the week of November 27th at which time problems such as collapsed pipes and improper drain screens will be addressed.

John Unger

(4) EMERGENCY PREPAREDNESS REPORT

In the event of a major disaster such as earthquake, fire etc.; planning committees were formed under the leadership of Doug McLeod, to assist residents of Chelsea Gardens. Some topics: What supplies do individuals need? Who is in charge? One of the first steps is to identify potential problems in the complex. A second step is to identify number of residents and problems individuals may have. In January volunteers will canvas all units with an information form. Filling out this form is voluntary and confidential. Please check posters in mails rooms for updates and information seminars.

To volunteer, contact one of the co chairs: Patricia Lynn – prnlynn@shaw.ca or Bill Zemianski – 604-594-4661

(5) FINANCIAL REPORT

The Treasurer reviewed the Financial Statements to October 31, 2017 with Council. It was **MOVED** and **SECONDED** to approve the financial statements prepared by CrossRoads to October 31, 2017. **CARRIED**

Chargeback items and By-law fines are being reduced. The arrears include two large chargeback's (\$1955.00 & \$1925.29) that will be paid by the insurance carriers of two owners.

The Treasurer noted that there were a number of GIC's that had reached maturity and he recommended that we renew these but extend the length of term so that, when they mature, it is at the time of year when more spending takes place. It was **MOVED/SECONDED** to approve the investment of 3 fixed term GICs in the amount of \$250,000.00 each for 18 months at an interest rate of 2.18% **CARRIED**

(6) BUSINESS ARISING FROM THE MINUTES

- a. **Privacy Lattice Fencing** – A quote was reviewed by Council for the purposes of budget planning in the future. The project includes the removal of the current wood privacy lattice fences spaced in between all the town house units and replace them with a new privacy lattice fence made of vinyl. This will provide a much longer lasting fence with a subsequent reduction in maintenance. This project will most likely be completed over a multi-year span due to the large number of privacy fences.
- b. **Kensington Damaged Door** – The Caretaker noted that he was unsuccessful in having a door company attend (this is to be at the owners expense) to repair a door damaged by the Surrey Fire Department. The Council asked the Strata Manager to arrange for a contractor to deal with this and then charge back the owner.
- c. **TELUS Fibre Optic** – Representatives from TELUS/Ledcor held well attended information sessions in the Fireside Room. We have many owners that have signed up for the service but require more owners to sign up to commence the project. We are attaching the permission form at the back of the minutes for owners to sign and return. It is recommended that every owner sign this as, even if you have no wish to switch to Telus, it will be a positive step to have your unit wired for high speed internet for the future. There is no cost or obligation for the program underway. In the future there may be a cost so it is wise and recommended choice to do it now.
- d. **AGM Date/Venue** – **Please mark your calendars**, The AGM has been set for Monday, April 23, 2018 at Eaglequest - Coyote Creek golf Course. The Strata Manager and Council President had investigated other options but did not find them suitable for anticipated number of owners attending.
- e. **FOB Reader** – A stand alone FOB reader was recently purchased and installed in the clubhouse office to aid our staff to program and/or de-activate FOBS or clickers.
- f. **Crack Repair** – True Level Concrete has completed the concrete work for this year. Areas that were not done this year will be assessed for possible inclusion in the 2018 program.
- g. **New Mats for Clubhouse and Apartments** – The council asked that the strata manager obtain more quotes for replacement of the entry mats at the clubhouse and the apartments.

- h. **Depreciation Report** – The council has reviewed the Depreciation report prepared by McArthur-Vantell and they are very satisfied with the report and the long range projections. The Council believes that this report is more comprehensive than the 1st report while, at the same time, is easier to read and understand. The new Depreciation Report will be posted on the Chelsea Gardens Website for owners to review and, should they have any questions, they are invited to contact the Strata Manager. It was **MOVED** and **SECONDED** to approve and accept the report as presented. **CARRIED**
- i. **Clubhouse Cleaning** – The contractor has been advised that they were approved to clean the exterior of the clubhouse. Mighty Moe has scheduled the cleaning to take place sometime next week.
- j. **Fall Gutter Cleaning** – Bogey’s Building Maintenance will be on site starting November 27, 2017 to clean the upper and lower gutters of the townhouses.
- k. **Windsor Window Leak** – The Strata Manager will contact Star Line Windows to investigate whether or not these are still under warranty.
- l. **Water Damage** – A roof leak was discovered in a townhouse unit that has been going on for some time. The amount of damage done is not anticipated to be over the Strata deductible. It was **MOVED** and **SECONDED** to have Morinventive complete the work. **CARRIED**
- m. **Epoxy Application in Pool Area** – It was **MOVED/SECONDED** to approve the quote from Dynamic Stone to continue the epoxy coating in one area adjacent to the clubhouse near the pool area. **CARRIED**
- n. **Auto air Separators – Kensington** – The mechanical contractor has scheduled to install the auto air separators on the 4th floor. Access to two units will be needed and the owners will be contacted by the caretaker.
- o. **Re-covering Pub chairs and Stools** – The Strata Council, along with the Golf Committee has proposed a cost sharing arrangement with the Social Committee to re-cover pub chairs and bar stools in the same material as was used in the upper card room. The Social Committee is expected to discuss this at their next meeting.
- p. **Clubhouse Bathroom Reno** – The renovations are almost complete and Council understands and appreciates the owner’s frustration with the length of time this has taken. Removing the existing fixtures in both the bathrooms was complicated by hidden pipes and wiring behind the drywall along with a plumbing configuration that was very difficult to work around. The ladies washroom is completed except for a few minor finishing touches. The men’s washroom should be completed shortly. Council thanks you for your continued patience in getting this project completed.
- q. **Apartment Address Signs** – The Strata Manager has contacted a company to provide pricing to supply and install new address signs for the apartment buildings.
- r. **Elevator Pads** – The new elevator pads for the apartment buildings should be arriving shortly.
- s. **Apartment Gate Re-enforcement** – A quote from Precision Door and Gate was reviewed by Council to secure all the gated areas in the apartment buildings. It was found that the aluminum bars were cut

and thieves were able to slip through the broken bars. A polymer plastic is scheduled to be installed on the inside of all the aluminum fences to prevent further occurrences. The quote provided lacked the necessary details for the scope of work and the Council directed the Strata Manager to contact Precision to expand the detail of their quotation.

(7) CORRESPONDENCE

- An owner wrote regarding drainage and envelope work not completed at their unit. The council advised that Morinventive was instructed to complete the work.
- An owner wrote regarding the council response to a previous alteration request that had been denied. The owners noted concerns about mould should they be unable to remove moisture from their garage by having an opening window in their garage doors. Based on new information provided in this request, the Council approved this request as long as it is only done on one window per door, opens inward and looks identical to the current garage windows.
- An owner wrote council regarding a letter they received regarding putting up their Christmas lights before the permitted date of November 15. While admitting that they had installed the lights earlier than allowed, they disagreed with the process of receiving a letter rather than a phone call. The Council notes that infractions that may ultimately involve a penalty or a fine do require a formal paper trail. Council also notes that they do have an obligation to act upon the receipt of a written complaint and that the Council is not out on their own looking for bylaw violations. The owner suggested that there are other celebrations that should be accommodated by a rule or a bylaw and the Council will refer this to the Resolution Committee for consideration. The owner suggested that Council has other priorities that should be more important than sending letters regarding rule and bylaw violations. The Strata Council recognizes that their role is all encompassing and that does include enforcement of the bylaws when a written complaint is received. The Council is disappointed that the complaint came from an owner who had been fined for the same issue but has refused to pay the fine.
- An owner wrote to say the job by TrueLevel in correcting issues with their driveway drain was well done.
- An owner wrote requesting that a garage sale be allowed before the annual Trash and Treasure Day in the spring. The council denied the request for security reasons.
- An owner wrote to advise council that their movers scratched the front door when moving some items in. The council thanks the owners for advising them.
- An owner wrote requesting better lighting in the fountain in front of the Mayfair for improved visibility. There are currently no lights in the fountain in front of the Mayfair so therefore no lights can be added as there are no light fixtures in this fountain.
- An owner replied to a letter that was sent to them by council advising that mail is not to be picked up during the time the postman is delivering the Chelsea Garden mail. If the owner has a concern they

- will need to deal directly with Canada Post but owners are not permitted to access mail when the panel is open and mail is being placed in each box by the letter carrier.

(8) COMMITTEE REPORTS

- **TOWNHOUSES** – We have completed all the garage door replacements for this year unless there is an emergency. The spindle program is also completed although spindle assemblies may be done over the winter. There are a few remaining townhouse repairs to be finalized. There are also some perimeter drains that are being worked on by volunteers and staff.
- **APARTMENTS** – All the drywall repairs in the Windsor and the Kensington have been completed. The staff and our mechanical contractor have been working at adjusting hallway heat temperatures.
- **CLUBHOUSE** – the Council stressed that upgrades to the washroom be considered a priority to be completed as soon as possible.
- **SAFETY AND SECURITY** – Council is pleased to report that the individual involved in the recent break-in to the apartments has been apprehended by the RCMP in Mission (committing the same type of entry).
- **LANDSCAPING** – The leaves continue to fall and Shawn is picking them up every week. The caretaker and landscapers will do a walk around to identify more problem trees that will be tagged for removal next year.
- **BY-LAWS** – Council suggested some possible By-law amendments for the next AGM. These will be referred to the Resolution Committee.
- **RV-LOT** – Owners are encouraged to advise both staff and the RV Committee when they are planning on being away for an extended period of time.
- **ADMINISTRATION** – No Report
- **SOCIAL COMMITTEE** – See attached calendar at the back of these minutes. The Executive Summary from their November 1st meeting is also attached. A number of owners have been asking about when the usual monthly “paid” pub night will return. This was discontinued because an owner had expressed concern about the recent price increase. The Strata Manager did confirm with the Liquor Licensing Branch that the new pricing was still under the maximum permitted pricing allowed. The Social Committee had not increased prices for almost ten years and felt the increase was necessary. The owner then indicated a concern regarding liability should an unfortunate incident occur. The Strata Manager sent a letter to our Strata insurance broker with a number of questions and received back confirmation that our liability insurance would still apply. The insurance underwriter did have a concern about third party guests and this remains unresolved. For the time being, paid pub nights are on hold.

(9) NEW BUSINESS

- a. **Lights/Noise makers for outside stairwells** – The contractor will be meeting with a council member to explore lighting/noise makers in the outside stairwells to deter the homeless from sleeping there.
- b. **AGM Resolution and Nomination Committees** – Council members were asked to propose suggestions for individuals to make up both the Resolution and Nomination Committees and to bring them to the next meeting. Individuals who may have an interest in serving on either committee are asked to contact the Strata Manager.
- c. **Christmas and Seasonal Lighting** – The Council will recommend to the Resolution Committee that consideration be given to a new rule or bylaw that would permit decorative lighting and displays for other recognized celebrations such as Halloween, Diwali, Hanukkah or similar. The Council believes that one week prior and one week post event would be appropriate.
- d. **Live Christmas Trees** - Owners are reminded that under ByLaw 3-17 the use of live or cut Christmas Trees is not permitted in any of the apartments or the townhouses.
- e. **Kensington MUA Air Flow balancing** – Trotter Morton will be working on this in the Kensington as it has been noted that there are temperature differences from one end of the building to the other.
- f. **FOB de-activation for new Owners** – The Council discussed wording provided by the Strata Manager that would be put on the Form B's issued by CrossRoads Management indicating that all existing FOB's would be de-activated upon possession. This is for security purposes as not all FOB or clickers registered to a unit are always passed along to the new owners. Some, issued for family, caregivers, housekeepers, etc. may not be returned. The Council asked that the de-activation be set to three days after possession which would allow the new owner's time to bring their FOB's and clickers into the Chelsea office for verification.
- g. **City Fire quote** – The Council reviewed a quotation from City Fire to take over the annual fire servicing contract from Fraser Valley Fire. The Council approved the change in vendor pending receipt of pricing for them to also take on the fire panel monitoring.
- h. **WINTERIZATION REMINDER** - With the cold weather approaching, it is important that all residents take appropriate measures to ensure that damage to their units or to the common property of the complex does not occur from a frozen pipe.

Please detach all hoses from the outdoor hose bibs. Hoses left attached to a hose bib during the winter months will cause pipes to break and the Owner will be responsible for any damage that occurs inside the home and for the cost of repairing the piping.

The Council strongly recommends that Owners follow these steps:

- **In the event that you go on holidays, please leave your heat on at a reasonable temperature so that the water pipes in the walls and elsewhere inside your unit do not freeze.**

- If you have one, turn off the water shut-off valve to the external hose bib and drain the last small amount of water from within the tap. If you do not have a separate shut-off valve for your outdoor hose bib, it is advisable to shut off the water supply at the main valve in your furnace room if you go away. In any event, do not leave hoses attached to exterior hose bibs.
- Locate the water shut-off valve in your furnace room to ensure that you can quickly shut off your water system in case of emergency.
- Please do not wash your car when the temperature is, or will go, below zero, as the water run-off can freeze, creating a slipping hazard on roadways and sidewalks.
- Please remember to purchase ice melt for your own use on your sidewalk and driveway. Do not use table salt on concrete as this will cause a very quick deterioration of the concrete.

With the holidays in full swing, it's easy to get wrapped up in the celebrations and neglect the potential Hazards in your home. Each year, many residential fires occur that can easily be prevented with some safety precautions.

Artificial Christmas trees

- Artificial trees must have a fire-retardant label.
- Metal and aluminum trees are electricity conductors - do not decorate them with light strings or any electrical product.

Space Heaters

- Ensure your heater has a Canadian Standards Association (CSA) label.
- Portable space heaters should be kept at least 1 metre (3 feet) from anything combustible (drapes, paper, furniture, bedding, wallpaper, etc.)
- Never place clothes on a heater to dry.
- Avoid leaving heaters on when you leave the house or go to bed.

Indoor Lighting

- Examine strings each year before use and replace worn-out sets.
- Unplug light strings when replacing bulbs.
- Unplug all lighting before you go to bed or leave your home.
- Only use those with a CSA label and are marked for indoor use.

(9) **ADJOURNMENT**

- The meeting was adjourned at 3:20 PM.
- The next council meeting is Tuesday December 19, 2017 – Clubhouse library

Ross Ruddick and Jesse Train, Strata Managers - CrossRoads Management

Owners are advised that they should retain their printed copies of the minutes for future use. Should an owner decide to sell, most prospective buyers will usually request two years worth of minutes and, if you do not have them, there is a charge of .25 per page from CrossRoads for this service. Retaining the minutes will help you and/or the buyer avoid this charge.

CrossRoads Management - EMERGENCY CONTACT- 24 HOUR SERVICE - (778) 578-4445

Calling afterhours for an emergency you will be asked to press "1". This takes you to our afterhours 24/7 Call centre who will then contact the Strata Managers (or their back-up) at home or cell phone.



**Seasons
Greetings**

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
October 2017
AS OF THE 8TH MONTH ENDING OCTOBER 31, 2017

Page 1
11/16/2017
08:53 AM

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#1011 - 7445 132nd. Street
Surrey, BC V3W 1J8

ASSETS

1025-0000 Bank - Westminster - Contingency	151,138.54
1038-1090 WSCU GIC - 1.60% - Feb.16/18	100,000.00
1038-1124 WSCU GIC - 1.55% - Nov.19/17	150,000.00
1038-1125 WSCU GIC - 1.55% - Nov.19/17	150,000.00
1038-1126 WSCU GIC - 1.55% - Nov.19/17	150,000.00
1038-1127 WSCU GIC - 1.55% - Nov.19/17	150,000.00
1038-1128 WSCU GIC - 1.55% - Nov.19/17	150,000.00
1038-1136 WSCU GIC - 1.55% - Jan.26/18	300,000.00
1038-1150 WSCU GIC - 1.65% - Jun.27/18	150,000.00
1038-1165 WSCU GIC - 1.90% - Aug.10/18	250,000.00
1038-1174 WSCU GIC - 2.15% - Oct.24/18	200,000.00
1200-0000 Prepaid Insurance	61,650.35

TOTAL ASSETS

1,962,788.89

LIABILITIES

2010-0000 Accounts Payable

704.55

TOTAL LIABILITIES

704.55

OWNERS' EQUITY

RESERVES

3500-0000 Net Income - Prior Years

1,903,490.98

3510-0000 Net Income - Current Year

58,593.36

TOTAL OWNERS' EQUITY

1,962,084.34

TOTAL LIABILITIES AND EQUITY

1,962,788.89

Date: NOV. 16/17
Accountant: [Signature]
Property Manager: [Signature]

Budget Comparison (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
October 2017

Page 1
11/16/2017
08:53 AM

AS OF THE 8TH MONTH ENDING OCTOBER 31, 2017

Prepared For:
Strata Plan LMS 1416 - CRF

Prepared By:
Crossroads Management Ltd.
#1011 - 7445 132nd. Street
Surrey, BC V3W 1J8

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-5000 Strata Fees - Apartments	11,283.92	11,283.92	0.00	0.00	90,271.36	90,271.36	0.00	0.00	135,407.00
4010-6000 Strata Fees - Townhome	24,549.42	24,549.42	0.00	0.00	196,395.36	196,395.36	0.00	0.00	294,593.00
TOTAL	35,833.34	35,833.34	0.00	0.00	286,666.72	286,666.72	0.00	0.00	430,000.00
4031-0000 Interest Income	458.25	0.00	458.25	0	13,128.98	0.00	13,128.98	0	0.00
4031-6000 Interest Income- Insur. L	308.33	0.00	308.33	0	2,466.64	0.00	2,466.64	0	0.00
TOTAL	766.58	0.00	766.58	0	15,595.62	0.00	15,595.62	0	0.00
TOTAL INCOME	36,599.92	35,833.34	766.58	2.14	302,262.34	286,666.72	15,595.62	5.44	430,000.00
6276-2017 2017 Mayfair Lobby/Park	-6,092.36	2,083.33	8,175.69	392.43	24,503.42	16,666.64	-7,836.78	-47.02	25,000.00
6277-2017 2017 Wind/Ken Stairwell	13,497.75	1,333.33	-12,164.42	-912.3	13,497.75	10,666.64	-2,831.11	-26.54	16,000.00
6278-2017 2017 Wind/Ken Pipe Re	6,418.20	5,833.33	-584.87	-10.03	51,696.08	46,666.64	-5,029.44	-10.78	70,000.00
6279-2017 2017 Wind/Mayfair Cellul	0.00	625.00	625.00	100.00	8,502.06	5,000.00	-3,502.06	-70.04	7,500.00
6280-2017 Hot Water Tank Replace	0.00	0.00	0.00	0	8,242.50	0.00	-8,242.50	0	0.00
TOTAL EXPS. BEFORE UTILITIES	13,823.59	9,874.99	-3,948.60	-39.99	106,441.81	78,999.92	-27,441.89	-34.74	118,500.00
TOWNHOUSE EXPENSES									
6319-2017 2017 TH Exterior Washin	0.00	1,666.67	1,666.67	100.00	18,720.45	13,333.36	-5,387.09	-40.40	20,000.00
6342-2017 2017 Townhouse Envelo	8,393.45	6,250.00	-2,143.45	-34.30	66,834.50	50,000.00	-16,834.50	-33.67	75,000.00
6344-2017 2017 Doors and Window	0.00	1,666.67	1,666.67	100.00	18,340.70	13,333.36	-5,007.34	-37.55	20,000.00
TOTAL OPERATING EXPS. - T.H.	8,393.45	9,583.34	1,189.89	12.42	103,895.65	76,666.72	-27,228.93	-35.52	115,000.00
COMMON EXPENSES									
REPAIR & MAINTENANCE- GENER									
6510-2017 2017 Exterior Perimeter	17,094.00	2,083.33	-15,010.67	-720.5	17,094.00	16,666.64	-427.36	-2.56	25,000.00
6511-2017 Irrigation Repairs	0.00	0.00	0.00	0	8,326.92	0.00	-8,326.92	0	0.00
6512-2017 Main Water Line Repair	6,684.09	0.00	-6,684.09	0	6,684.09	0.00	-6,684.09	0	0.00
TOTAL REPAIR & MAINT.	23,778.09	2,083.33	-21,694.76	-1,041	32,105.01	16,666.64	-15,438.37	-92.63	25,000.00
RECREATION CENTRE - COMMON									
6709-2017 Clubhouse Improvement	5,125.82	1,666.67	-3,459.15	-207.5	5,689.15	13,333.36	7,644.21	57.33	20,000.00
6710-2017 Clubhouse-Boiler Replac	0.00	0.00	0.00	0	10,284.75	0.00	-10,284.75	0	0.00
6712-2016 2016 Lighting retro-fit Cl	0.00	0.00	0.00	0	-14,747.39	0.00	14,747.39	0	0.00
TOTAL OPER. EXPS-REC. CENTRE	5,125.82	1,666.67	-3,459.15	-207.5	1,226.51	13,333.36	12,106.85	90.80	20,000.00
SALARIES & BENEFITS									
TOTAL COMMON EXPENSES	28,903.91	3,750.00	-25,153.91	-670.7	33,331.52	30,000.00	-3,331.52	-11.11	45,000.00
TOTAL EXPENSES	51,120.95	23,208.33	-27,912.62	-120.2	243,668.98	185,666.64	-58,002.34	-31.24	278,500.00
NET INCOME (LOSS)	-14,521.03	12,625.01	-27,146.04	-215.0	58,593.36	101,000.08	-42,406.72	-41.99	151,500.00
REVENUE UTILITIES									
UTILITY EXPENSES									

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
October 2017

Page 1
11/16/2017
10:42 AM

AS OF THE 8TH MONTH ENDING OCTOBER 31, 2017

Prepared For:
Strata Plan LMS1416.
Surrey, BC

Surrey, BC

Prepared By:
Crossroads Management Ltd.
#1011 - 7445 132nd. Street
Surrey, BC V3W 1J8

ASSETS

1010-0000 Petty Cash	500.00
1013-0000 Bank Shares	5.00
1020-0000 Bank - Westminster - Chequing	74,664.53
1027-0000 Bank - Water Surcharge	61,777.69
1028-1300 Bank - Golf Tournament Funds	2,423.62
1029-0000 Bank - Apt Utilities	24,457.29
1030-0000 Bank - Exercise Room	1,135.52
1040-0000 Bank - Social Committee	4,577.38
1106-0000 Insurance Claim Receivable	2,500.00
1200-0000 Prepaid Insurance	62,883.67
1205-0000 Prepaid Expenses	4,162.08
1220-0000 Caretaker Suite	74,305.56
1221-0003 Tree Restitution S/D - Due July 2017	200.00
1300-0000 Accounts Receivable	7,531.54

TOTAL ASSETS

321,123.88

LIABILITIES

2010-0000 Accounts Payable	63,520.54
2017-0000 Social Committee Fund	4,577.38
2018-0000 Exercise Room	1,135.52
2019-0000 Golf Tournament Fund	2,423.62
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	61,650.35
2040-0011 Due to CRF -Insurance interest	1,233.32
2170-0000 Vacation Payable	1,978.86
2250-0000 Pre-Paid Fees	1,149.79

TOTAL LIABILITIES

137,969.38

OWNERS' EQUITY

RESERVES

3499-0000 Owners' Equity/Caretaker Suite	74,305.56
3500-0000 Net Income - Prior Years	38,700.45
3510-0000 Net Income - Current Year	37,320.02
3510-2000 Net Income - Utilities	21,102.60
3510-3000 Net Income - Water & Sewer	11,725.87

TOTAL OWNERS' EQUITY

183,154.50

TOTAL LIABILITIES AND EQUITY

321,123.88

Date: NOV. 16/17
Accountant: (Signature)
Property Manager: (Signature)

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

October 2017
AS OF THE 8TH MONTH ENDING OCTOBER 31, 2017

Prepared For:
 Strata Plan LMS1416
 Surrey, BC

 Surrey, BC

Prepared By:
 Crossroads Management Ltd.
 #1011 - 7445 132nd. Street
 Surrey, BC V3W 1J8

	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
4010-0000 Strata Fees	41,404.67	41,404.67	0.00	0.00	331,237.36	331,237.36	0.00	0.00	496,856.00
4012-0000 CRF Strata Fees - Apart	-11,283.92	-11,283.92	0.00	0.00	-90,271.36	-90,271.36	0.00	0.00	-135,407.00
4015-0000 Parking & Scooter Parkin	340.00	125.00	215.00	172.00	2,570.00	1,000.00	1,570.00	157.00	1,500.00
4022-0000 Move in/out	100.00	83.33	16.67	20.00	550.00	666.64	-116.64	-17.50	1,000.00
4025-0000 Prior Year Surplus (Defici	2,467.00	2,467.00	0.00	0.00	19,736.00	19,736.00	0.00	0.00	29,604.00
TOTAL	33,027.75	32,796.08	231.67	0.71	263,822.00	262,368.64	1,453.36	0.55	393,553.00
OTHER									
4030-0000 Strata Fees	74,248.42	74,248.42	0.00	0.00	593,987.36	593,987.36	0.00	0.00	890,981.00
4032-0000 CRF Strata Fees - Town	-24,549.42	-24,549.42	0.00	0.00	-196,395.36	-196,395.36	0.00	0.00	-294,593.00
4037-0000 Prior Year Surplus	4,614.25	4,614.25	0.00	0.00	36,914.00	36,914.00	0.00	0.00	55,371.00
TOTAL	54,313.25	54,313.25	0.00	0.00	434,506.00	434,506.00	0.00	0.00	651,759.00
OTHER									
4040-0000 Rental - Fireside Lounge	100.00	58.33	41.67	71.44	900.00	466.64	433.36	92.87	700.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	4,800.00	4,800.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	200.00	733.33	-533.33	-72.73	7,680.00	5,866.64	1,813.36	30.91	8,800.00
4055-0000 R.V. Parking	705.00	666.67	38.33	5.75	5,055.00	5,333.36	-278.36	-5.22	8,000.00
4060-0000 Miscellaneous	0.00	25.00	-25.00	-100.0	22.00	200.00	-178.00	-89.00	300.00
4061-0000 Bylaw Fines	50.00	0.00	50.00	0	50.00	0.00	50.00	0	0.00
4062-0000 Dish and Cutlery Rental	25.00	0.00	25.00	0	250.00	0.00	250.00	0	0.00
4065-0000 Interest Income	140.29	75.00	65.29	87.05	1,234.06	600.00	634.06	105.68	900.00
4066-0000 Remote Control Sale	190.00	0.00	190.00	0	1,740.00	0.00	1,740.00	0	0.00
4084-0000 Keys	0.00	0.00	0.00	0	155.00	0.00	155.00	0	0.00
TOTAL OTHER	2,010.29	2,158.33	-148.04	-6.86	21,886.06	17,266.64	4,619.42	26.75	25,900.00
TOTAL INCOME	89,351.29	89,267.66	83.63	0.09	720,214.06	714,141.28	6,072.78	0.85	1,071,212.00
TOWNHOUSE EXPENSES									
6030-0000 Apt Janitor/Contract Serv	1,250.00	1,513.00	263.00	17.38	10,000.00	12,104.00	2,104.00	17.38	18,156.00
6208-0000 Building Maint. - Apartme	2,991.24	3,433.25	442.01	12.87	16,873.01	27,466.00	10,592.99	38.57	41,199.00
6215-0000 Equipment Maint.-Apart	5,868.07	3,771.67	-2,096.40	-55.58	24,648.45	30,173.36	5,524.91	18.31	45,260.00
6268-0050 Elevator Maint. - Apartm	1,338.87	1,203.50	-135.37	-11.25	9,549.93	9,628.00	-78.07	0.81	14,442.00
6275-0000 Gate & Door Maint. - Apa	325.50	544.83	219.33	40.26	-696.06	4,358.64	5,054.70	115.97	6,538.00
6279-0000 Garbage Pick-up - Apts.	2,116.41	1,672.50	-443.91	-26.54	14,309.25	13,380.00	-929.25	-6.95	20,070.00
TOTAL EXPS. BEFORE UTILITIES	13,890.09	12,138.75	-1,751.34	-14.43	74,684.58	97,110.00	22,425.42	23.09	145,665.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	10,500.00	11,046.75	546.75	4.95	84,000.00	88,374.00	4,374.00	4.95	132,561.00
6425-0000 Drainage Repair & Maint	897.60	1,087.33	189.73	17.45	13,589.64	8,698.64	-4,891.00	-56.23	13,048.00
6435-0000 Plant Replacement & Im	1,863.62	2,750.00	886.38	32.23	37,643.69	22,000.00	-15,643.69	-71.11	33,000.00
6440-0000 Irrigation System	351.27	250.00	-101.27	-40.51	2,178.20	2,000.00	-178.20	-8.91	3,000.00
6455-0000 Snow Removal	0.00	901.25	901.25	100.00	1,855.00	7,210.00	5,355.00	74.27	10,815.00
TOTAL LANDS. & GROUNDS	13,612.49	16,035.33	2,422.84	15.11	139,266.53	128,282.64	-10,983.89	-8.56	192,424.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	6,214.34	2,489.17	-3,725.17	-149.6	20,210.79	19,913.36	-297.43	-1.49	29,870.00
6515-0000 Equipment Rep. & Maint.	40.00	1,666.67	1,626.67	97.60	15,816.30	13,333.36	-2,482.94	-18.62	20,000.00
6520-0000 Supplies Equipment - Co	34.26	340.83	306.57	89.95	2,364.83	2,726.64	361.81	13.27	4,090.00
6525-0000 Supplies Maintenance-C	0.00	250.00	250.00	100.00	1,719.09	2,000.00	280.91	14.05	3,000.00
6530-0000 Supplies Cleaning - Com	19.67	103.00	83.33	80.90	209.91	824.00	614.09	74.53	1,236.00
6535-0000 Enterphone and Security	0.00	83.33	83.33	100.00	0.00	666.64	666.64	100.00	1,000.00
6560-0000 Gate Repair & Maint. - C	750.75	386.25	-364.50	-94.37	1,126.79	3,090.00	1,963.21	63.53	4,635.00
6565-0000 Pest Control - Common	216.56	750.00	533.44	71.13	4,456.42	6,000.00	1,543.58	25.73	9,000.00

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

October 2017
AS OF THE 8TH MONTH ENDING OCTOBER 31, 2017

	<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>
TOTAL REPAIR & MAINT.	7,275.58	6,069.25	-1,206.33	-19.88	45,904.13	48,554.00	2,649.87	5.46	72,831.00
UTILITIES									
6576-0000 Electricity - Common	117.00	124.33	7.33	5.90	925.00	994.64	69.64	7.00	1,492.00
6577-0000 Electricity Ponds - Com	408.00	640.83	232.83	36.33	3,264.00	5,126.64	1,862.64	36.33	7,690.00
6580-0000 Electricity Stream - Com	589.00	482.08	-106.92	-22.18	4,102.00	3,856.64	-245.36	-6.36	5,785.00
6595-0000 Telephone Caretaker	67.20	141.67	74.47	52.57	456.39	1,133.36	676.97	59.73	1,700.00
TOTAL UTILITIES	1,181.20	1,388.91	207.71	14.95	8,747.39	11,111.28	2,363.89	21.27	16,667.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	1,233.75	200.00	-1,033.75	-516.8	1,585.50	1,600.00	14.50	0.91	2,400.00
6690-0000 Electricity - RV Lot	69.00	117.67	48.67	41.36	597.00	941.36	344.36	36.58	1,412.00
TOTAL OPERATING EXPS-RV LOT	1,302.75	317.67	-985.08	-310.1	2,182.50	2,541.36	358.86	14.12	3,812.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	19.00	474.42	455.42	96.00	4,973.13	3,795.36	-1,177.77	-31.03	5,693.00
6712-0000 Equip. Rep. & Maint.-Clu	599.52	1,676.67	1,077.15	64.24	9,573.99	13,413.36	3,839.37	28.62	20,120.00
6715-0000 Lock Up Costs - Rec. Ce	120.00	166.67	46.67	28.00	1,155.00	1,333.36	178.36	13.38	2,000.00
6720-0000 Guest Suites Telephone-	259.02	247.83	-11.19	-4.52	2,009.43	1,982.64	-26.79	-1.35	2,974.00
6725-0000 Exercise Equip R & M-R	0.00	383.75	383.75	100.00	1,532.14	3,070.00	1,537.86	50.09	4,605.00
6730-0000 Workshop R & M-Rec. C	0.00	125.00	125.00	100.00	1,705.76	1,000.00	-705.76	-70.58	1,500.00
6735-0000 Pool Repair & Maint.-Re	0.00	1,087.08	1,087.08	100.00	2,337.72	8,696.64	6,358.92	73.12	13,045.00
6740-0000 Pool Supplies & Chemic	0.00	340.83	340.83	100.00	2,289.31	2,726.64	437.33	16.04	4,090.00
6750-0000 Cleaning Supplies-Rec.	0.00	191.33	191.33	100.00	1,175.52	1,530.64	355.12	23.20	2,296.00
6755-0000 Window & Carpet Cleani	0.00	108.33	108.33	100.00	0.00	866.64	866.64	100.00	1,300.00
6764-0000 Electricity - Rec. Centre	1,613.00	1,583.33	-29.67	-1.87	12,904.00	12,666.64	-237.36	-1.87	19,000.00
6765-0000 Gas - Rec. Centre	984.86	938.25	-46.61	-4.97	6,788.85	7,506.00	717.15	9.55	11,259.00
TOTAL OPER. EXPS-REC. CENTRE	3,595.40	7,323.49	3,728.09	50.91	46,444.85	58,587.92	12,143.07	20.73	87,882.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,230.52	5,040.00	-190.52	-3.78	40,234.90	40,320.00	85.10	0.21	60,480.00
6830-0000 Caretaker Assistant Wag	1,424.42	1,416.67	-7.75	-0.55	11,064.87	11,333.36	268.49	2.37	17,000.00
6865-0000 R. C. Janitor Wages and	1,416.48	1,583.33	166.85	10.54	11,171.84	12,666.64	1,494.80	11.80	19,000.00
6870-0000 Janitorial Contract	0.00	125.00	125.00	100.00	0.00	1,000.00	1,000.00	100.00	1,500.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.00	1,069.59	1,000.00	-69.59	-6.96	1,500.00
TOTAL SALARIES & PAYROLL COS	8,071.42	8,290.00	218.58	2.64	63,541.20	66,320.00	2,778.80	4.19	99,480.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint.	0.00	33.33	33.33	100.00	0.00	266.64	266.64	100.00	400.00
6915-0000 Supplies	0.00	83.33	83.33	100.00	638.40	666.64	28.24	4.24	1,000.00
6920-0000 Telephone & Cable - Offi	445.21	428.50	-16.71	-3.90	3,454.46	3,428.00	-26.46	-0.77	5,142.00
6950-0000 Miscellaneous Exp. - Offi	0.00	8.33	8.33	100.00	28.00	66.64	38.64	57.98	100.00
TOTAL OFFICE EXPENSES	445.21	553.49	108.28	19.56	4,120.86	4,427.92	307.06	6.93	6,642.00
ADMINISTRATION									
6965-0000 Audit - Admin.	0.00	429.17	429.17	100.00	0.00	3,433.36	3,433.36	100.00	5,150.00
6970-0000 AGM Expenses - Admin.	0.00	462.33	462.33	100.00	2,780.91	3,698.64	917.73	24.81	5,548.00
6975-0000 Council Expenses - Admi	0.00	247.75	247.75	100.00	131.65	1,982.00	1,850.35	93.36	2,973.00
6980-0000 Legal Expenses	0.00	1,137.83	1,137.83	100.00	10,027.52	9,102.64	-924.88	-10.16	13,654.00
6984-0000 Postage and Printing	1,242.41	1,395.67	153.26	10.98	14,725.59	11,165.36	-3,560.23	-31.89	16,748.00
6990-0000 Insurance Premiums	15,412.58	15,412.58	0.00	0.00	123,300.64	123,300.64	0.00	0.00	184,951.00
6992-0000 Insurance Carrying Char	308.33	308.33	0.00	0.00	2,466.64	2,466.64	0.00	0.00	3,700.00
6995-0000 Licenses & Permits - Ad	0.00	58.33	58.33	100.00	0.00	466.64	466.64	100.00	700.00
7000-0000 Management Fees	5,536.65	5,536.92	0.27	0.00	44,293.20	44,295.36	2.16	0.00	66,443.00
7005-0000 Membership Fees-Admin	0.00	25.00	25.00	100.00	0.00	200.00	200.00	100.00	300.00
7010-0000 Property Taxes - Admin.	0.00	50.00	50.00	100.00	321.00	400.00	79.00	19.75	600.00
7020-0000 Security - Admin.	1,921.87	2,574.33	652.46	25.34	20,552.74	20,594.64	41.90	0.20	30,892.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	80.00	100.00	20.00	20.00	150.00
7030-0000 Strata Web Site	0.00	70.83	70.83	100.00	385.01	566.64	181.63	32.05	850.00
7050-0000 Miscellaneous	0.00	41.67	41.67	100.00	685.32	333.36	-351.96	-105.5	500.00
7051-0000 Statutory Financial Revie	0.00	16.67	16.67	100.00	176.40	133.36	-43.04	-32.27	200.00
TOTAL ADMINISTRATION EXPENSE	24,431.84	27,779.91	3,348.07	12.05	219,926.62	222,239.28	2,312.66	1.04	333,359.00
TOTAL COMMON EXPENSES	59,915.89	67,758.05	7,842.16	11.57	530,134.08	542,064.40	11,930.32	2.20	813,097.00
TOTAL EXPENSES	79,749.37	89,267.63	9,518.26	10.66	682,894.04	714,141.04	31,247.00	4.38	1,071,212.00
NET INCOME (LOSS)	9,601.92	0.03	9,601.89	32,006	37,320.02	0.24	37,319.78	15,549	0.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
October 2017

Page 3
 11/16/2017
 10:43 AM

AS OF THE 8TH MONTH ENDING OCTOBER 31, 2017

	<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>
REVENUE UTILITIES									
Revenue - Apartment Utilities									
9260-0000 Utilities Income - Apts.	10,506.25	10,506.25	0.00	0.00	84,050.00	84,050.00	0.00	0.00	126,075.00
9262-0000 Utilities Interest Income	41.12	0.00	41.12	0	169.80	0.00	169.80	0	0.00
9264-0000 Prior Year Surplus (Defici	0.00	0.00	0.00	0	9,903.83	9,904.00	-0.17	0.00	9,904.00
Total Apartment Utilities	10,547.37	10,506.25	41.12	0.39	94,123.63	93,954.00	169.63	0.18	135,979.00
UTILITY EXPENSES									
Gas									
9360-0000 Electricity Kens & Mayfai	2,518.00	2,849.92	331.92	11.65	21,008.00	22,799.36	1,791.36	7.86	34,199.00
9365-0000 Electricity Windsor	1,475.00	1,836.08	361.08	19.67	12,507.00	14,688.64	2,181.64	14.85	22,033.00
Total Electricity - Apart.	3,993.00	4,686.00	693.00	14.79	33,515.00	37,488.00	3,973.00	10.60	56,232.00
Gas - Apartments									
9410-0000 Gas - Mayfair	1,223.68	1,613.42	389.74	24.16	10,417.27	12,907.36	2,490.09	19.29	19,361.00
9420-0000 Gas - Kensington	349.90	2,373.50	2,023.60	85.26	12,837.88	18,988.00	6,150.12	32.39	28,482.00
9430-0000 Gas - Windsor	1,781.11	2,658.67	877.56	33.01	16,250.88	21,269.36	5,018.48	23.59	31,904.00
Total Gas - Apartment	3,354.69	6,645.59	3,290.90	49.52	39,506.03	53,164.72	13,658.69	25.69	79,747.00
TOTAL UTILITIES - APARTMENT	7,347.69	11,331.59	3,983.90	35.16	73,021.03	90,652.72	17,631.69	19.45	135,979.00
NET INCOME (LOSS) UTILITIES	3,199.68	-825.34	4,025.02	487.68	21,102.60	3,301.28	17,801.32	539.22	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	4,846.42	4,846.42	0.00	0.00	38,771.36	38,771.36	0.00	0.00	58,157.00
9700-0000 Water - Townhouses	7,087.83	7,087.83	0.00	0.00	56,702.64	56,702.64	0.00	0.00	85,054.00
9725-0000 Water - Interest Income	89.07	0.00	89.07	0	529.86	0.00	529.86	0	0.00
9745-0000 Prior Year Surplus (Defici	0.00	0.00	0.00	0	16,328.41	16,328.00	0.41	0.00	16,328.00
TOTAL WATER INCOME	12,023.32	11,934.25	89.07	0.75	112,332.27	111,802.00	530.27	0.47	159,539.00
WATER EXPENSE									
9850-0000 Water Usage	10,167.06	13,294.92	3,127.86	23.53	100,606.40	106,359.36	5,752.96	5.41	159,539.00
TOTAL WATER	10,167.06	13,294.92	3,127.86	23.53	100,606.40	106,359.36	5,752.96	5.41	159,539.00
NET INCOME (LOSS) WATER	1,856.26	-1,360.67	3,216.93	236.42	11,725.87	5,442.64	6,283.23	115.44	0.00

DECEMBER EVENTS CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	EXERCISES IN THE FIRESIDE LOUNGE 9:00 AM MONDAY & THURSDAY WEIGHTS & BANDS TUESDAY & FRIDAY, OSTEO		WALK AWAY THE POUNDS 9:30 AM THURSDAY		1 Horses 4:00pm Pub Night 5:00-7:00 pm	2 CHORAL AFTERNOON 2:00
3	4 Billiards 2 pm Cribbage 2 pm Canasta 6:45 pm Ladies Snooker 7 pm	5 Bridge 6:30pm Poker pool 7pm Bible study 7:30pm	6 Coffee 9:45am Whist 7pm Poker 7 pm	7 Ladies' Dance 4:30 pm Bridge 6:30 pm Euchre 7 pm	8 Horses 4:00pm Pub Night 5:00-7:00 pm	9
10	11 Billiards 2 pm Cribbage 2 pm Canasta 6:45 pm Ladies Snooker 7 pm	12 Bridge 6:30pm Poker pool 7pm Bible study 7:30pm	13 CHRISTMAS COFFEE 9:45 Whist 7pm Poker 7 pm	14 Ladies' Dance 4:30 pm Bridge 6:30 pm Euchre 7 pm	15 Horses 4:00pm PUB NIGHT 5:00-7:00 UGLY CHRISTMAS SWEATERS CONTEST	16
17	18 Billiards 2 pm Cribbage 2 pm Canasta 6:45 pm Ladies Snooker 7 pm CAROLING	19 Bridge 6:30pm Poker pool 7pm Bible study 7:30pm-	20 Coffee 9:45am Whist 7pm Poker 7 pm	21 Ladies' Dance 4:30 pm Bridge 6:30 pm Euchre 7 pm	22 Horses 4:00pm Pub Night 5:00-7:00 pm	23
24	25 MERRY CHRISTMAS!	26 Bridge 6:30pm Poker pool 7pm Bible study 7:30pm	27 Coffee 9:45am Whist 7pm Poker 7 pm	28 Ladies' Dance 4:30 pm Bridge 6:30 pm Euchre 7 pm	29 Horses 4:00pm Pub Night 5:00-7:00 pm	30
31 NEW YEARS DINNER 6:00 PM PARTY 9:00 PM	<p>SATURDAY, DECEMBER 2nd, 2:00PM-A CHORAL AFTERNOON (SEE POSTERS.) WEDNESDAY, DECEMBER 13th, 9:45- MEET SANTA AT OUR CHRISTMAS COFFEE FRIDAY DECEMBER 15th 5:00 PM -UGLY CHRISTMAS SWEATER CONTEST MONDAY DECEMBER 18th, CAROLING-7:00PM SUNDAY, DECEMBER 31st-NEW YEAR'S EVE DINNER AND DANCE (SEE POSTERS.)</p>					

Social Committee Nov 1st meeting

Texan Chili Night Saturday Nov 11th - \$10 per person for salad, chili and dessert. This will be a country western night so put on your cowboy hats and join us. After dinner we will be having some country and western music playing in the Fireside Room for dancing.

Extended Pub Friday Nov 24th – come out to the sock hop and dance to music of the 50's. Our hosts will be Glen and Liz Bell.

Christmas at Chelsea;

Saturday Dec 2nd Choral Afternoon in the Fireside Room

Friday Dec 15th Ugly Sweater contest at pub

Monday Dec 18 Christmas carolling around the streets of Chelsea and ending at the Windsor for hot cider and goodies

Date: ____/____/____
 YYYY/MM/DD

Suite Wiring Permission Form

TELUS building # _____

Resident Contact Information

Occupant Name: _____ Home Phone: (____) ____ - _____

Please indicate preferred method of contact

Mobile Phone: (____) ____ - _____ Email: _____

Address: _____ - _____
 Unit # Building # Street name and type (eg. St., Dr., Ave.) Direction City Postal Code

Homeowner Name (if required): _____ Contact Number: (____) ____ - _____

TELUS Rep: _____ ID# _____ Phone Number: (____) ____ - _____ (Call for product & offer questions)

Suite-Specific Information

Installation technicians will work with your strata management organization or landlord to determine the best time to work inside the building, and together will notify residents of the planned installation timeframe. When the on-site timeframe has been agreed upon, our technicians will visit your suite, determine the ideal location to place the new fibre connection, and install a small plastic panel which acts as the fibre access point. Our technicians will do everything possible to minimize any visual impacts inside your suite, and return any moved furnishings to their original location upon completion of their work.

Additional comments: _____

<input type="checkbox"/> I agree to have a fibre optic connection place in my suite, and to be contacted by TELUS about a potential service connection in the future	_____ Authorizer's Signature
<input type="checkbox"/> I refuse to allow TELUS to place a fibre optic connection in my suite	

Construction question? Call: _____

Please sign at the bottom of this form and leave it in any of the Strata Manager mailboxes in the clubhouse or the apartments