

CHELSEA GARDENS - LMS 1416

www.chelseastrata.com

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

COUNCIL MEETING MINUTES – TUESDAY SEPTEMBER 19, 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

Ross Ruddick, Strata Manager

REGRETS

Bob Hurley

(1) CALL TO ORDER

The meeting was called to order at 12:55 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 August 22, 2017 council meeting as circulated. **CARRIED**

(3) CARETAKER'S REPORT – AUGUST 2017

It has been nice to see that work on the town houses is finally seeing some progress. As is always the case when siding is removed it does expose issues that may have been hidden. Thanks to Jeff and Caleb for their hard work in getting areas of rot and problems corrected. We will be looking into the gutter cleaning coming up soon as the leaf drop season is upon us. Question is always do you clean before or after or both. Gutter issues are ongoing and so patience in this matter is appreciated.

Kensington saw new carpets installed in the stairwell and 2 new hot water tanks were installed. One was leaking and the other showed signs of rust starting on the bottom and so rather than wait for a problem to arise both tanks were replaced. The ceiling is finally put together after a long wait. I would also ask that if you are moving out or in, be it a full move or appliances it is important to let us know so pads can be put up and taken down in a timely manner. This applies to all of the condos. New pads have been ordered to get rid of the old stained ones we currently use.

Gilbert has been a tremendous help to us this past summer from digging trenches to building retaining walls. Nice to see the hard work ethic still remains. Stable Electric and myself will be coming around to work on smoke detectors in the next couple of weeks. I will post a list of all the units that need to be done.

The Pool and Hot tub have been running smoothly and thanks to those that have been showering before entering the water. We are going to be changing out one of our sand filters because of damage done by oils and sun screens. This will be done in preparation for next years swim season.

Mayfair renovations are under way and will modernize the look of the building. Fabrics and materials were selected by residents and new furniture for the foyer has been purchased.

Fountains are scheduled to be painted and now that things are coming together will have a chance to get at those that were not done last year. Chelsea Gardens sign at the front will see work begin last week of September.

I had a fun filled vacation hiking in the Kootenays but have to admit that camping in the snow is not what I expected in summer. With highs of 10 during the day and -1 to 3 at night had it's challenges. The pesky bear that tore apart our neighbours tent was enough to keep us on high alert. Good to be back.

John Unger

(4) FINANCIAL REPORT

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

It was **MOVED/SECONDED** to purchase a GIC in the amount of \$200,000.00 for a 1 year term. **CARRIED**

Strata Fees, chargeback items and By-law fines are being reduced. The Strata Manager did advise Council that one large chargeback for damage to a guest suite has been paid.

(5) BUSINESS ARISING FROM THE MINUTES

- a. **Kensington Drywall** – The drywall repair has been started and will be completed as soon as possible. The contractor is pre-cutting the drywall pieces off-site to save time and reduce the amount of dust.
- b. **Privacy Lattice Fencing** – The council reviewed information and pricing on plastic lattice fencing that comes in a number of colours. This may be a long term solution that can be accomplished over a period of years and, once done, would be permanent.
- c. **Mayfair Lobby Renovations** – The renovations have started with the flooring completed. The painting has commenced and will be completed shortly. The chandelier has being installed and the balance of the lighting, quartz counter and new furniture will be installed once the painting is complete.

- d. **Perimeter fence project** – The painting has been completed with the exception of the main entry arch and this is scheduled for late September/early October.
- e. **PRV in Clubhouse** – The PRV in the mechanical room at the clubhouse has been installed.
- f. **Social and User Group Sign Ups** – One Council member left the meeting and the rest of council reviewed the request sheets submitted by the various user groups. The Council approved the following requests for space allocation in 2018:

Fireside Room

- Exercise classes – Mon/Tues/Thur/Fri – 9:00 AM to 9:30 AM – all year except June to Sept.
- Duplicate Bridge – Tuesdays – 6:30 PM to 10:00 PM – all year except July and August.
- Bridge – Thursdays – 7:00 PM to 10:00 PM – all year except July and August.
- Ladies Fun Dance – Thursdays 5:30 PM to 7:00 PM – all year.
- Cribbage – Mondays – 2:00 PM to 4:00 PM – all year.
- Coffee – Wednesday mornings – all year.

Library

- Bible Study – Tuesdays – 7:00 PM to 9:00 PM – all year except May through August.
- Whist – Wednesdays – 7:00 PM to 9:30 PM – all year.
- Euchre - Thursdays – 7:00 PM to 9:30 PM – all year.
- Chelsea Singers – Mondays - 6:30 PM to 8:30 PM – September through December.
- Horses – Fridays - 4:00 PM to 7:00 PM – all year.

Pub Pool Table

- Pool – just for fun – Mondays – 7:00 PM to 8:00 PM – all year

Upper Card Room

- Canasta – Mondays – 6:45 PM to 9:00 PM – all year.
- Poker Group – Wednesdays – 7:00 PM to 10:00 PM – all year.

Swimming Pool – Not exclusive use – open to other users

- Pool Exercises – Monday through Friday - 9:00 AM to 9:30 AM – May through September.
- Pool Volleyball – Mondays – 6:15 PM – May through September.

- g. **Card Room Chairs** – The upholstery company has completed 4 chairs with the new fabric and they look great. She has taken another 4 chairs and will continue this process until all the card chairs are re-upholstered.

- h. **Kensington Suite Door** – The door was recently ordered and will be installed as soon as it is received. The cost will be charged back to the owner.
- i. **Mayfair Carpet Tile quote** - the council reviewed a quotation for the replacement of the carpeting damaged by an owner in the Mayfair. The Strata Manager, as directed by Council, will advise the owner of this cost that will be charged back to them.
- j. **Outer Fence Damage** - The insurance company has received a quote for the fence replacement and will be starting the work shortly.
- k. **Kensington Hot Water Tank** – This was a required but unanticipated capital replacement and will be expensed from the Contingency Reserve Fund.
- l. **TELUS Fibre Optic** - Telus, through a contractor called Ledcor, is in the Surrey area doing upgrades on the telecommunications lines coming into both single family homes and strata corporations. They want to pull fibre optic lines into the building's telephone room and then, with individual owner permission, continue on to each suite. There will be no obligation to either the Strata Corporation or individual owners to spend any money or enter into a subscription agreement with Telus although they will want the opportunity to market their product offerings to try to convince customers to switch from Shaw Cable. We plan on providing them that opportunity by way of a display and a presentation time in the clubhouse in the future.

Ledcor did indicate that, while there is absolutely no cost to doing this upgrade now while they are in the Surrey area, there could be significant installation costs to each owner, if you wanted it done at a later time.

This program is simply Telus trying to catch up to Shaw in being able to deliver faster internet speeds than currently available through the copper phone lines. The strata managers have checked with Shaw Cable and they are fully aware of the Telus program and they have no issues with it. A Council member who is very familiar with this technology from his past business dealings does believe this to be very good for owners whether or not they switch to Telus or remain with Shaw since having their suites wired for high speed internet is a selling point. The strata managers do also recommend having the buildings upgraded with fibre optic lines as it will be beneficial to both current and future owners.

When Telus is ready to market their products to the owners they will be offering various incentives in terms of free equipment and/or promotional pricing for a period of time but there will be no obligation to switch. Each owner will have to evaluate what company, Telus or Shaw, is offering the best deal.

- m. **AGM Date/Venue** – The Strata Manager and Council President are to investigate whether or not the community hall would be a suitable and sufficiently sized venue for the AGM. Otherwise we will return to the golf course reception room.
- n. **Swimming Pool – Closing Date** – The pool will be closed for the season on September 29, 2017. With the nice warm weather we had this summer the pool had a lot of use. When the pool is closed, the epoxy contractor will continue the application on a strip of stamped concrete close to the clubhouse.

- o. **Cooking Smells** - Council received a quote from the contractor, National Air Technology, to minimize a transfer of cooking smells from the exhaust system. The council **MOVED/SECONDED** to accept the quote received from the contractor. **CARRIED**
- p. **Crack Repairs** – The council reviewed a quote from True Level Concrete, to repair cracks around the complex that have been identified. It was **MOVED/SECONDED** to approve the quote. **CARRIED**

(6) CORRESPONDENCE

- An owner wrote requesting that council remind owners of the smoking bylaws/rules of Chelsea Gardens.
- An owner suggested a 40 inch sculpture for the middle of the fish pond to aid in preventing the herons from eating our fish. It was **MOVED/SECONDED** to spend up to \$300.00 to purchase a 40 inch sculpture. **CARRIED**
- An owner wrote requesting the Chelsea Bylaw prohibiting backing in backwards be amended to read that vehicles can park forward or back in. The owner provided statistics that suggest this backing in is far safer. The Council will bring pass this on to the Resolutions Committee.
- An owner wrote inquiring when the repair of the Kensington ceiling will be commencing. The project is proceeding but does take some time to complete.
- An owner wrote to advise that their windows were dirty due to the building washing of the building. The contractor has been asked to return to correct this.
- An owner wrote regarding claimed damages done to their vehicle during the building washing. The contractor has been asked to investigate and report back to the Strata Manager.
- An owner noted that the bylaws state resident caretaker and should read caretaker. This item will be brought forward to the Resolution Committee.
- An owner requested permission to allow their visitors parking for an extended period of time. It was **MOVED/SECONDED** to grant permission to the visitor. **CARRIED**
- Based on owner's correspondence, the council reduced a two day penalty down to a one day penalty.
- An owner wrote regarding their gutters leaking and this will be checked by a gutter company.
- An owner wrote requesting a potting bench in the Kensington parkade and the Council did not approve.
- An owner wrote requesting an investigation into a chip or hole that is in their bedroom window. The caretaker has investigated this and can make no determination as to a possible cause.
- An owner wrote regarding a stain that appeared after ServiceMaster cleaned the carpets. The caretaker noted that Service master spent far more time than the previous contractor (at a flat rate not an hourly basis) and believes this to be an old stain that is more visible because the surrounding carpet is cleaner.
- An owner wrote regarding the flooring in the Mayfair suggesting that some owners did not like it. This flooring is used in many high end and high traffic locations because it wears well and maintenance is easy. It is hard to judge the appearance of the full project at this stage of completion. There was owner involvement in the selection of flooring and paint but full agreement is rarely possible.

- An owner wrote regarding matching the carpet in the apartment hallways. When the additional stairwells are re-carpeted we will match the carpeting

(7) COMMITTEE REPORTS

- **APARTMENTS** – Nothing to Report other than to note that the near stairwell carpets look good.
- **TOWNHOUSES** – The spindle and envelope project is ongoing and will continue while weather permits.
- **CLUBHOUSE** – The bathroom project has commenced. The wallpaper is being removed and walls will be painted, new flooring will be installed and we will replace toilets, vanities, lighting and accessories.
- **SAFETY AND SECURITY** – No report.
- **LANDSCAPING** – The Council notes that Allan Brothers did a great job of cutting back vegetation so that the perimeter wall painting project could proceed.
- **BY-LAWS** – No report.
- **RV-LOT** –No report.
- **ADMINISTRATION** –
- **SOCIAL COMMITTEE** – See attached calendar at the back of these minutes.

8) NEW BUSINESS

- New Mats for Clubhouse, Mayfair, Kensington, and Windsor** – The strata manager is waiting for additional quotes.
- Arborist** – The arborist will be on site on October 22, 2017 to complete some additional work. The Council does wish to remind owners that you are not permitted to plant trees or shrubs without Council permission. A lot of the vegetation that Council must deal with now are un-approved plantings by previous owners.
- Depreciation Report Update** – The strata manager is waiting for the first draft report. This is expected to be received shortly and it will then be reviewed by the full Council. Once approved it will be made available to any owner.
- Flu Shots and Hearing Testing** – Sommerset Pharmacy will be on site again this year to do flu shots. They advise that as soon as they get confirmation from the Provincial Government that the serum is available they will confirm dates. There was a request by a hearing testing company to offer free hearing tests but the Council declined as they believed this to be too commercially oriented.
- Clubhouse Cleaning** - The strata manager is to obtain a quote for the exterior cleaning of the clubhouse.
- Fall Gutter Cleaning** – The strata manager is to obtain more clarifications on the quotes received.

- g. **Windsor Water Leak** – An owner had a water leak from their washing machine. The strata manager is working with the owner’s insurance company to cover the repairs to another suite but that insurer has so far declined. The Strata Council did review three reports that confirm the water originated from an upper unit and it was **MOVED** and **SECONDED** to arrange repairs and charge back the upper unit. **CARRIED**
- h. **Snow Removal**- It was **MOVED/SECONDED** to accept the quote from South Fraser Custom Landscapes (the same company we used last season) to provide salting and snow clearing of the roadways. **CARRIED**
- i. **Disposal Bin**- It was **MOVED/SECONDED** to arrange for a disposal bin to be placed in the visitor parking area beside the clubhouse (same location as last year) and to bring this in after Thanksgiving. This will not be a trash or treasure day (although you can neatly help yourself) but simply a way of assisting owners who want to do some fall cleaning. **CARRIED**

(9) ADJOURNMENT

- The meeting was adjourned at 3:20 PM.
- The next council meeting is Tuesday October 24, 2017 at 1:00 PM – 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.

Social Committee Executive Summary from September 6, 2017

Bar (glass breakage) We are noticing the breakage of wine and bar glasses is again on the rise. Diane will look into purchasing more to replace those broken.

October Fest: Date is Oct. 27th and Rosa is heading this committee. Watch for posters.

Halloween: At the gate on Tuesday, Oct. 31st – this event will take the usual format. Volunteers will be needed to hand out the treats. With any leftover corn from the Corn Roast, soup will be made for the gate volunteers and public.

Newsletter: The next newsletter will be delivered by October 1st.

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 - (lms1416c)
August 2017
AS OF THE 6TH MONTH ENDING AUGUST 31, 2017

Page 1
9/18/2017
11:17 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	364,770.69
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
1200-0000 Prepaid Insurance	<u>92,475.51</u>
TOTAL ASSETS	<u><u>2,007,246.20</u></u>

OWNERS' EQUITY
RESERVES

3500-0000 Net Income - Prior Years	1,903,490.98
3510-0000 Net Income - Current Year	<u>103,755.22</u>
TOTAL OWNERS' EQUITY	<u><u>2,007,246.20</u></u>
TOTAL LIABILITIES AND EQUITY	<u><u>2,007,246.20</u></u>

Date: Sep. 18/17
Accountant: [Signature]

Balance Sheet (Accrual)
CHELSEA - Operations - 02 - (lms1416)
August 2017
AS OF THE 6TH MONTH ENDING AUGUST 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	81,224.75
1027-0000 Bank - Water Surcharge	37,752.74
1028-1300 Bank - Golf Tournament Funds	2,417.52
1029-0000 Bank - Apt Utilities	13,647.33
1030-0000 Bank - Exercise Room	1,132.34
1040-0000 Bank - Social Committee	4,564.59
1200-0000 Prepaid Insurance	94,325.49
1205-0000 Prepaid Expenses	2,676.43
1220-0000 Caretaker Suite	74,305.56
1221-0003 Tree Restitution S/D - Due July 2017	200.00
1300-0000 Accounts Receivable	1,107.81

TOTAL ASSETS 313,859.56

LIABILITIES

2010-0000 Accounts Payable	10,719.80
2014-0000 Accrued Water & Sewer	26,589.84
2017-0000 Social Committee Fund	4,564.59
2018-0000 Exercise Room	1,132.34
2019-0000 Golf Tournament Fund	2,417.52
2035-0000 Security Deposits	300.00
2040-0003 Due to Contingency-Insurance	92,475.51
2040-0011 Due to CRF -Insurance interest	1,849.98
2170-0000 Vacation Payable	2,450.94
2250-0000 Pre-Paid Fees	1,112.09

TOTAL LIABILITIES 143,612.61

OWNERS' EQUITY

RESERVES

3499-0000 Owners' Equity/Caretaker Suite	74,305.56
3500-0000 Net Income - Prior Years	52,862.95
3510-0000 Net Income - Current Year	18,688.02
3510-2000 Net Income - Utilities	13,227.52
3510-3000 Net Income - Water & Sewer	11,162.90

TOTAL OWNERS' EQUITY 170,246.95

TOTAL LIABILITIES AND EQUITY 313,859.56

Date: SEP. 18/17
Accountant: [Signature]
Property Manager: [Signature]

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

AS OF THE 6TH MONTH ENDING AUGUST 31, 2017

Prepared For:
Strata Plan LMS1416
Surrey, BC

Surrey, BC

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

	<u>MTD Actual</u>	<u>MTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>Annual</u>
INCOME									
4010-0000 Strata Fees	41,404.67	41,404.67	0.00	0.00	248,428.02	248,428.02	0.00	0.00	496,856.00
4012-0000 CRF Strata Fees - Apart	-11,283.92	-11,283.92	0.00	0.00	-67,703.52	-67,703.52	0.00	0.00	-135,407.00
4015-0000 Parking & Scooter Parkin	309.52	125.00	184.52	147.62	1,920.00	750.00	1,170.00	156.00	1,500.00
4022-0000 Move in/out	100.00	83.33	16.67	20.00	350.00	499.98	-149.98	-30.00	1,000.00
4025-0000 Prior Year Surplus (Defici	2,467.00	2,467.00	0.00	0.00	14,802.00	14,802.00	0.00	0.00	29,604.00
TOTAL	32,997.27	32,796.08	201.19	0.61	197,796.50	196,776.48	1,020.02	0.52	393,553.00
OTHER									
4030-0000 Strata Fees	74,248.42	74,248.42	0.00	0.00	445,490.52	445,490.52	0.00	0.00	890,981.00
4032-0000 CRF Strata Fees - Town	-24,549.42	-24,549.42	0.00	0.00	-147,296.52	-147,296.52	0.00	0.00	-294,593.00
4037-0000 Prior Year Surplus	4,614.25	4,614.25	0.00	0.00	27,685.50	27,685.50	0.00	0.00	55,371.00
TOTAL	54,313.25	54,313.25	0.00	0.00	325,879.50	325,879.50	0.00	0.00	651,759.00
OTHER									
4040-0000 Rental - Fireside Lounge	100.00	58.33	41.67	71.44	650.00	349.98	300.02	85.72	700.00
4045-0000 Rental - Caretaker Suite	600.00	600.00	0.00	0.00	3,600.00	3,600.00	0.00	0.00	7,200.00
4050-0000 Rental - Guest Suites	1,560.00	733.33	826.67	112.73	6,320.00	4,399.98	1,920.02	43.64	8,800.00
4055-0000 R.V. Parking	675.00	666.67	8.33	1.25	3,675.00	4,000.02	-325.02	-8.13	8,000.00
4060-0000 Miscellaneous	0.00	25.00	-25.00	-100.0	22.00	150.00	-128.00	-85.33	300.00
4062-0000 Dish and Cutlery Rental	0.00	0.00	0.00	0	200.00	0.00	200.00	0	0.00
4065-0000 Interest Income	124.31	75.00	49.31	65.75	950.61	450.00	500.61	111.25	900.00
4066-0000 Remote Control Sale	200.00	0.00	200.00	0	920.00	0.00	920.00	0	0.00
4084-0000 Keys	0.00	0.00	0.00	0	155.00	0.00	155.00	0	0.00
TOTAL OTHER	3,259.31	2,158.33	1,100.98	51.01	16,492.61	12,949.98	3,542.63	27.36	25,900.00
TOTAL INCOME	90,569.83	89,267.66	1,302.17	1.46	540,168.61	535,605.96	4,562.65	0.85	1,071,212.00
TOWNHOUSE EXPENSES									
6030-0000 Apt Janitor/Contract Serv	1,250.00	1,513.00	263.00	17.38	7,500.00	9,078.00	1,578.00	17.38	18,156.00
6208-0000 Building Maint. - Apartme	514.76	3,433.25	2,918.49	85.01	10,201.89	20,599.50	10,397.61	50.48	41,199.00
6215-0000 Equipment Maint.-Apart	1,779.62	3,771.67	1,992.05	52.82	16,631.71	22,630.02	5,998.31	26.51	45,260.00
6268-0050 Elevator Maint. - Apartm	402.51	1,203.50	800.99	66.56	6,315.45	7,221.00	905.55	12.54	14,442.00
6275-0000 Gate & Door Maint. - Apa	0.00	544.83	544.83	100.00	-1,021.56	3,268.98	4,290.54	131.25	6,538.00
6279-0000 Garbage Pick-up - Apts.	1,808.24	1,672.50	-135.74	-8.12	10,907.65	10,035.00	-872.65	-8.70	20,070.00
TOTAL EXPS. BEFORE UTILITIES	5,755.13	12,138.75	6,383.62	52.59	50,535.14	72,832.50	22,297.36	30.61	145,665.00
COMMON EXPENSES									
LANDSCAPING & GROUNDS									
6415-0000 Landscape Contract	10,500.00	11,046.75	546.75	4.95	63,000.00	66,280.50	3,280.50	4.95	132,561.00
6425-0000 Drainage Repair & Maint	9,930.07	1,087.33	-8,842.74	-813.2	10,929.68	6,523.98	-4,405.70	-67.53	13,048.00
6435-0000 Plant Replacement & Im	11,445.00	2,750.00	-8,695.00	-316.1	27,211.24	16,500.00	-10,711.24	-64.92	33,000.00
6440-0000 Irrigation System	6,909.42	250.00	-6,659.42	-2,663	8,162.90	1,500.00	-6,662.90	-444.1	3,000.00
6455-0000 Snow Removal	0.00	901.25	901.25	100.00	1,155.00	5,407.50	4,252.50	78.64	10,815.00
TOTAL LANDS. & GROUNDS	38,784.49	16,035.33	-22,749.16	-141.8	110,458.82	96,211.98	-14,246.84	-14.81	192,424.00
REPAIR & MAINTENANCE- GENER									
6510-0000 Repair & Maintenance	2,786.66	2,489.17	-297.49	-11.95	18,285.71	14,935.02	-3,350.69	-22.44	29,870.00
6515-0000 Equipment Rep. & Maint.	440.20	1,666.67	1,226.47	73.59	15,776.30	10,000.02	-5,776.28	-57.76	20,000.00
6520-0000 Supplies Equipment - Co	1,032.12	340.83	-691.29	-202.8	1,850.77	2,044.98	194.21	9.50	4,090.00
6525-0000 Supplies Maintenance-C	815.34	250.00	-565.34	-226.1	1,694.35	1,500.00	-194.35	-12.96	3,000.00
6530-0000 Supplies Cleaning - Com	0.00	103.00	103.00	100.00	101.03	618.00	516.97	83.65	1,236.00
6535-0000 Enterphone and Security	0.00	83.33	83.33	100.00	0.00	499.98	499.98	100.00	1,000.00
6560-0000 Gate Repair & Maint. - C	0.00	386.25	386.25	100.00	376.04	2,317.50	1,941.46	83.77	4,635.00
6565-0000 Pest Control - Common	284.81	750.00	465.19	62.03	3,629.55	4,500.00	870.45	19.34	9,000.00
TOTAL REPAIR & MAINT.	5,359.13	6,069.25	710.12	11.70	41,713.75	36,415.50	-5,298.25	-14.55	72,831.00

Budget Comparison (Accrual)
CHELSEA - Operations - 02 - (lms1416)
August 2017
AS OF THE 6TH MONTH ENDING AUGUST 31, 2017

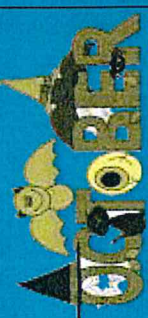
	<u>MTD Actual</u>	<u>MTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>\$ Var.</u>	<u>% Var.</u>	<u>Annual</u>
UTILITIES									
6576-0000 Electricity - Common	116.00	124.33	8.33	6.70	691.00	745.98	54.98	7.37	1,492.00
6577-0000 Electricity Ponds - Com	408.00	640.83	232.83	36.33	2,448.00	3,844.98	1,396.98	36.33	7,690.00
6580-0000 Electricity Stream - Com	589.00	482.08	-106.92	-22.18	2,924.00	2,892.48	-31.52	-1.09	5,785.00
6595-0000 Telephone Caretaker	67.20	141.67	74.47	52.57	321.99	850.02	528.03	62.12	1,700.00
TOTAL UTILITIES	1,180.20	1,388.91	208.71	15.03	6,384.99	8,333.46	1,948.47	23.38	16,667.00
RV LOT EXPENSES									
6640-0000 Repair & Maintenance -	0.00	200.00	200.00	100.00	351.75	1,200.00	848.25	70.69	2,400.00
6690-0000 Electricity - RV Lot	69.00	117.67	48.67	41.36	459.00	706.02	247.02	34.99	1,412.00
TOTAL OPERATING EXPS-RV LOT	69.00	317.67	248.67	78.28	810.75	1,906.02	1,095.27	57.46	3,812.00
RECREATION CENTRE - COMMON									
6710-0000 Bldg Repair & Maint-Rec	16.10	474.42	458.32	96.61	4,125.46	2,846.52	-1,278.94	-44.93	5,693.00
6712-0000 Equip. Rep. & Maint.-Clu	503.97	1,676.67	1,172.70	69.94	6,371.27	10,060.02	3,688.75	36.67	20,120.00
6715-0000 Lock Up Costs - Rec. Ce	135.00	166.67	31.67	19.00	900.00	1,000.02	100.02	10.00	2,000.00
6720-0000 Guest Suites Telephone-	259.02	247.83	-11.19	-4.52	1,491.39	1,486.98	-4.41	-0.30	2,974.00
6725-0000 Exercise Equip R & M-R	201.60	383.75	182.15	47.47	1,436.94	2,302.50	865.56	37.59	4,605.00
6730-0000 Workshop R & M-Rec. C	1,705.76	125.00	-1,580.76	-1,264	1,705.76	750.00	-955.76	-127.4	1,500.00
6735-0000 Pool Repair & Maint.-Re	-1,500.00	1,087.08	2,587.08	237.98	1,595.98	6,522.48	4,926.50	75.53	13,045.00
6740-0000 Pool Supplies & Chemic	613.61	340.83	-272.78	-80.03	1,709.04	2,044.98	335.94	16.43	4,090.00
6750-0000 Cleaning Supplies-Rec.	0.00	191.33	191.33	100.00	1,170.29	1,147.98	-22.31	-1.94	2,296.00
6755-0000 Window & Carpet Cleani	0.00	108.33	108.33	100.00	0.00	649.98	649.98	100.00	1,300.00
6764-0000 Electricity - Rec. Centre	1,613.00	1,583.33	-29.67	-1.87	9,678.00	9,499.98	-178.02	-1.87	19,000.00
6765-0000 Gas - Rec. Centre	600.21	938.25	338.04	36.03	5,172.15	5,629.50	457.35	8.12	11,259.00
TOTAL OPER. EXPS-REC. CENTRE	4,148.27	7,323.49	3,175.22	43.36	35,356.28	43,940.94	8,584.66	19.54	87,882.00
SALARIES & BENEFITS									
6820-0000 Caretaker Salary and Be	5,230.52	5,040.00	-190.52	-3.78	30,767.18	30,240.00	-527.18	-1.74	60,480.00
6830-0000 Caretaker Assistant Wag	1,424.58	1,416.67	-7.91	-0.56	8,257.19	8,500.02	242.83	2.86	17,000.00
6865-0000 R. C. Janitor Wages and	1,416.48	1,583.33	166.85	10.54	8,338.88	9,499.98	1,161.10	12.22	19,000.00
6870-0000 Janitorial Contract	0.00	125.00	125.00	100.00	0.00	750.00	750.00	100.00	1,500.00
6890-0000 Workers Compensation	0.00	125.00	125.00	100.00	1,069.59	750.00	-319.59	-42.61	1,500.00
TOTAL SALARIES & PAYROLL COS	8,071.58	8,290.00	218.42	2.63	48,432.84	49,740.00	1,307.16	2.63	99,480.00
OFFICE EXPENSES									
6910-0000 Equipment Rep. & Maint.	0.00	33.33	33.33	100.00	0.00	199.98	199.98	100.00	400.00
6915-0000 Supplies	11.09	83.33	72.24	86.69	140.06	499.98	359.92	71.99	1,000.00
6920-0000 Telephone & Cable - Offi	445.21	428.50	-16.71	-3.90	2,563.91	2,571.00	7.09	0.28	5,142.00
6950-0000 Miscellaneous Exp. - Offi	0.00	8.33	8.33	100.00	28.00	49.98	21.98	43.98	100.00
TOTAL OFFICE EXPENSES	456.30	553.49	97.19	17.56	2,731.97	3,320.94	588.97	17.74	6,642.00
ADMINISTRATION									
6965-0000 Audit - Admin.	0.00	429.17	429.17	100.00	0.00	2,575.02	2,575.02	100.00	5,150.00
6970-0000 AGM Expenses - Admin.	0.00	462.33	462.33	100.00	2,780.91	2,773.98	-6.93	-0.25	5,548.00
6975-0000 Council Expenses - Admi	0.00	247.75	247.75	100.00	0.00	1,486.50	1,486.50	100.00	2,973.00
6980-0000 Legal Expenses	0.00	1,137.83	1,137.83	100.00	105.02	6,826.98	6,721.96	98.46	13,654.00
6984-0000 Postage and Printing	4,947.09	1,395.67	-3,551.42	-254.4	12,969.09	8,374.02	-4,595.07	-54.87	16,748.00
6990-0000 Insurance Premiums	15,412.58	15,412.58	0.00	0.00	92,475.48	92,475.48	0.00	0.00	184,951.00
6992-0000 Insurance Carrying Char	308.33	308.33	0.00	0.00	1,849.98	1,849.98	0.00	0.00	3,700.00
6995-0000 Licenses & Permits - Ad	0.00	58.33	58.33	100.00	0.00	349.98	349.98	100.00	700.00
7000-0000 Management Fees	5,536.65	5,536.92	0.27	0.00	33,219.90	33,221.52	1.62	0.00	66,443.00
7005-0000 Membership Fees-Admin	0.00	25.00	25.00	100.00	0.00	150.00	150.00	100.00	300.00
7010-0000 Property Taxes - Admin.	0.00	50.00	50.00	100.00	321.00	300.00	-21.00	-7.00	600.00
7020-0000 Security - Admin.	2,093.55	2,574.33	480.78	18.68	16,709.00	15,445.98	-1,263.02	-8.18	30,892.00
7025-0000 Bank Charges	10.00	12.50	2.50	20.00	60.00	75.00	15.00	20.00	150.00
7030-0000 Strata Web Site	0.00	70.83	70.83	100.00	385.01	424.98	39.97	9.41	850.00
7050-0000 Miscellaneous	0.00	41.67	41.67	100.00	479.39	250.02	-229.37	-91.74	500.00
7051-0000 Statutory Financial Revie	0.00	16.67	16.67	100.00	176.40	100.02	-76.38	-76.36	200.00
TOTAL ADMINISTRATION EXPENSE	28,308.20	27,779.91	-528.29	-1.90	161,531.18	166,679.46	5,148.28	3.09	333,359.00
TOTAL COMMON EXPENSES	86,377.17	67,758.05	-18,619.12	-27.48	407,420.58	406,548.30	-872.28	-0.21	813,097.00
TOTAL EXPENSES	96,132.43	89,267.63	-6,864.80	-7.69	521,480.59	535,605.78	14,125.19	2.64	1,071,212.00
NET INCOME (LOSS)	-5,562.60	0.03	-5,562.63	-18.54	18,688.02	0.18	18,687.84	10.382	0.00
REVENUE UTILITIES									

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

AS OF THE 6TH MONTH ENDING AUGUST 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 - Apartment Utilities									
9260-0000 Utilities Income - Apts.	10,506.25	10,506.25	0.00	0.00	63,037.50	63,037.50	0.00	0.00	126,075.00
9262-0000 Utilities Interest Income	21.32	0.00	21.32	0	99.64	0.00	99.64	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	10,527.57	10,506.25	21.32	0.20	73,040.97	72,941.50	99.47	0.14	135,979.00
UTILITY EXPENSES									
Electricity									
9360-0000 Electricity Kens & Mayfai	2,662.00	2,849.92	187.92	6.59	15,972.00	17,099.52	1,127.52	6.59	34,199.00
9365-0000 Electricity Windsor	1,576.00	1,836.08	260.08	14.16	9,456.00	11,016.48	1,560.48	14.16	22,033.00
Total Electricity - Apart.	4,238.00	4,686.00	448.00	9.56	25,428.00	28,116.00	2,688.00	9.56	56,232.00
Gas - Apartments									
9410-0000 Gas - Mayfair	679.12	1,613.42	934.30	57.91	8,627.77	9,680.52	1,052.75	10.87	19,361.00
9420-0000 Gas - Kensington	419.81	2,373.50	1,953.69	82.31	12,133.58	14,241.00	2,107.42	14.80	28,482.00
9430-0000 Gas - Windsor	846.43	2,658.67	1,812.24	68.16	13,624.10	15,952.02	2,327.92	14.59	31,904.00
Total Gas - Apartment	1,945.36	6,645.59	4,700.23	70.73	34,385.45	39,873.54	5,488.09	13.76	79,747.00
TOTAL UTILITIES - APARTMENT	6,183.36	11,331.59	5,148.23	45.43	59,813.45	67,989.54	8,176.09	12.03	135,979.00
NET INCOME (LOSS) UTILITIES	4,344.21	-825.34	5,169.55	626.35	13,227.52	4,951.96	8,275.56	167.12	0.00
REVENUE - WATER INCOME									
9650-0000 Water - Apartments	4,846.42	4,846.42	0.00	0.00	29,078.52	29,078.52	0.00	0.00	58,157.00
9700-0000 Water - Townhouses	7,087.83	7,087.83	0.00	0.00	42,526.98	42,526.98	0.00	0.00	85,054.00
9725-0000 Water - Interest Income	48.44	0.00	48.44	0	373.41	0.00	373.41	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	11,982.69	11,934.25	48.44	0.41	88,307.32	87,933.50	373.82	0.43	159,539.00
WATER EXPENSE									
9850-0000 Water Usage	13,294.92	13,294.92	0.00	0.00	77,144.42	79,769.52	2,625.10	3.29	159,539.00
TOTAL WATER	13,294.92	13,294.92	0.00	0.00	77,144.42	79,769.52	2,625.10	3.29	159,539.00
NET INCOME (LOSS) WATER	-1,312.23	-1,360.67	48.44	3.56	11,162.90	8,163.98	2,998.92	36.73	0.00

OCTOBER EVENTS CALENDAR

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
1	2 Billiards 2pm Cribbage 2pm Choir 6:30 pm Canasta 6:45 pm Ladies Snooker 7 pm	3 Bridge 6:30pm Poker pool 7 pm Bible Study 7:30 pm	4 Coffee 9:45am Whist 7pm Poker 7 pm	5 Ladies' Dance 4:30 pm Bridge 6:30 pm Euchre 7 pm	6 Horses 4:00pm Pub Night 5:00-7:00 pm	7	
8	9 Billiards 2 pm Cribbage 2 pm Canasta 6:45 pm Ladies Snooker 7 pm Choir Cancelled	10 Bridge 6:30pm Poker pool 7pm Bible study 7:30pm	11 Coffee 9:45am Whist 7pm Poker 7 pm	12 Ladies' Dance 4:30 pm Bridge 6:30 pm Euchre 7 pm	13 Horses 4:00pm Pub Night 5:00-7:00 pm	14	
15	16 Billiards 2pm Cribbage 2 pm Choir 6:30 pm Canasta 6:45 pm Ladies Snooker 7 pm	17 Bridge 6:30pm Poker pool 7 pm Bible study 7:30pm	18 Coffee 9:45am Whist 7pm Poker 7 pm	19 Ladies' Dance 4:30 pm Bridge 6:30 pm Euchre 7 pm	20 Horses 4:00pm Pub Night 5:00-7:00 pm CASH BAR AND KARAOKE	21	
22	23 Billiards 2pm Cribbage 2 pm Choir 6:30 pm Canasta 6:45 pm Ladies Snooker 7 pm	24 Bridge 6:30pm Poker pool 7 pm Bible study 7:30pm	25 Coffee 9:45am Whist 7 pm Poker 7 pm	26 Ladies' Dance 4:30 pm Bridge 6:30 pm Euchre 7 pm	27 OKTOBERFEST CASH BAR 4:30 DINNER 6:00	28	
29	30 Billiards 2pm Cribbage 2 pm Choir 6:30 pm Canasta 6:45 pm Ladies Snooker 7 pm	31 Bridge 6:30pm Poker pool 7 pm Bible study 7:30pm HALLOWEEN AT THE GATE	EXERCISES IN THE FIRESIDE LOUNGE 9:00 AM MONDAY & THURSDAY WEIGHTS & BANDS TUESDAY & FRIDAY, OSTEO				
 <p>FRIDAY, OCTOBER 20TH PUB NIGHT 5:00-7:00 ---CASH BAR AND SING-ALONG FRIDAY, OCTOBER 27TH---OKTOBERFEST---BAR OPENS AT 4:30, DINNER AT 6:00 (WATCH FOR POSTERS) TUESDAY, OCTOBER 31ST, HALLOWEEN AT THE GATE (WATCH FOR POSTERS)</p>							