



MONTHLY COUNCIL MEETING MINUTES

Tuesday, September 01, 2026

LOCATION/TIME - 1:00PM LIBRARY

Council: Paul Kavanagh, Susie Glowsky, Ashley Orton, Ron Bergman, Cathy Maxwell, Marilyn Hunter, Bob Hyde

Strata Mgt: Jesse Train

Absent:

STRATA COUNCIL - 2025/2026

EXECUTIVES

Bob Hyde - T102
Paul Kavanagh - T164
Cathy Maxwell - T166
Susie Glowsky - T314
Marilyn Hunter - T168
Ashley Orton - T243
Ron Bergman - T231

Non-Council Assignments:

Zenon Jalbert - T202
Marilyn Thomas - T168
Marie Steen - T177
Doug McLeod - M302
Norm Reid - T302
Mike Maxwell - T166

COMMITTEE ASSIGNMENTS

President, Treasurer, Bring Forward, Capital Works
Vice President, Security & Privacy, Treasurer, Capital Works
Secretary, Minutes, Pest Control
Townhouses, RV Lot, Social Committee
Social Committee Liaison, Clubhouse, Ponds & Fountains
Condos, Security & Privacy, Website
Landscaping, Irrigation, Emergency Preparedness

Website, Security & Privacy
RV Lot
Pest Control
Emergency Preparedness
Irrigation
Capital Works

CARETAKERS

Don Kendall Hours: 7:00 AM-3:30 PM- weekdays

Office Staff - Marie Orton and Linda Hart – Everyday - 11:00 am to 1:00 pm

Emergency only : (604) 834-4578 Email: chelseagardens1416@outlook.com

NON-EMERGENCY CALLS - 604-501-0479

STRATA MANAGER: CROSSROADS

Strata Manager:

Jesse Train

jesse@crpm.ca

#215 - 7455 132ND STREET SURREY, B.C. V3W 1J8

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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

1) CALL TO ORDER – 1:00 PM

LANDSCAPING PRESENTATION – Hannelore Vannetta and Diane Moore addressed the Council for the Chelsea Gardens Landscaping Committee

2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED, SECONDED and CARRIED** to approve the minutes from July 2026 Council Meeting.

3) CARETAKER REPORT – Don Kendall –

Due to a recent power failure, several lighting timers were disrupted. All timers have since been restored and are operating properly.

Painting of parking lines and visitor parking areas is ongoing, with the goal of completing the majority of the work before the rainy season begins.

The front gate timers are being replaced. Temporary timers are currently in place, with the new timers expected to arrive in mid-September.

Pond and stream cleaning remains ongoing. Work on the lower streams will resume once water restrictions are lifted, allowing the streams to be filled so that a suspected leak can be investigated.

4) FINANCIAL REPORT – Bob Hyde and Paul Kavanagh

OPERATIONS BUDGET

The financial report for the period ending July 31, 2026, was presented to Council. After five months of operations we are showing a small surplus of \$7,113. In the month of July, we were essentially at a breakeven position.

Revenue

- Revenue is essentially on budget year-to-date with the transfer of the proceeds from the sale of new remote controls to the CRF.

Expenses

- Condo specific expenses are above budget for the month of July due to the cost of replacing the drain grate in the Kensington/Mayfair parkade entrance (\$3,009) and the timing of the annual fire equipment inspections (\$6,988). The cost of these inspections is evenly distributed across twelve months in the budget.
- Repair & Maintenance – General, is over budget due to the cost of significant repairs to certain townhouse driveways (\$18,755) necessitated by tree root damage. Council is considering whether these costs should be charged to the CRF as these repairs are not considered to be normal operations and were required for safety reasons.

CONTINGENCY RESERVE FUND (CRF)

- Interest earned on investments and the contingency reserve bank account, to the end of July, is \$46,467. This includes interest earned on the maturity of our GIC's.
- Expenditures to date total \$194,431. These include \$171,045 for the new Akuvox access control system compared to a budget of \$175,000. The revenue from remote control sales has been transferred to the CRF as this was a large one-time sale of new FOB's. Therefore, the net cost of the new system was \$163,100. In the month we incurred \$6,844 for townhouse envelope repairs.

- After five months the net increase in the CRF is \$296,916, bringing the balance to \$2,021,033. This includes \$68,709 that has been transferred from operations in line with the approved budget.

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

Driveway replacements – It was **MOVED, SECONDED and CARRIED** to approve the reallocation of the driveway expenses from the operations budget to the CRF. This will be ratified at the 2027 AGM.

Arrears – Several Owners are in arrears for various reasons, strata fees, chargebacks, bylaw/rule violations. Letters have been sent to these residents.

It is noted that we have placed 3 liens on properties that have not been paying Strata Fees or the Roof Levy.

There has been communication with one of the owners that has a lien on the property, Cleveland Doan LLP is providing communication with this Owner.

5) COMMITTEE REPORTS

These reports are not necessarily submitted by the specific committee lead.

CONDOMINIUMS – Ashley Orton

Unacceptable items are still being left at the compactors – latest being a set of fishing rods at the Windsor.

We continue to get extra costs for the cardboard pick up due to people not breaking down cardboard boxes plus adding inappropriate materials. For May through August, this amounted to over \$760 in extra charges; this is paid solely by condo owners.

There are still some issues with some noise transfer from one unit to another.

TOWNHOUSES – Susie Glowsky

New owners in a townhouse had a few questions:

1. They wanted to get their side redone as it was very dangerous with roots and crooked stones from previous owner; their son was going to do the work. Advised them to put in a work order on either condo control or submit a paper work order, to the office.
2. Their dryer was full of lint, and they were afraid to use it.
3. Wanted-out what fence they were thinking of and let us know. Would like a fence around their back patio for the dog; they were advised to find...
4. Shrub by walkway and back patio needs to be trimmed- They were advised to submit a work order for the Landscaper
5. They wanted to know if he they could power wash their walkways and back patios.

Met with Rob from TruLevel regarding driveways throughout the complex.

Quite a few with raised driveways have been identified.

New Railings installed by Jeff at three units.

A new patio window where incident an incident occurred, back bush was taken down,

A mini split (air conditioner installed) at a unit. This unit followed the bylaws and installation rules.

An owner is pleased with a replaced privacy fence.

CLUBHOUSE/POOL/GUEST SUITES/GYM/PONDS & FOUNTAINS – Marilyn Hunter

The **dog days of summer** certainly haven't slowed things down at the clubhouse! There continues to be lots happening, with activities that are open and welcoming to everyone. Cards, billiards, Wednesday coffee, Friday Pub, and water exercises Monday through Friday continue to keep the clubhouse busy.

As summer begins to wind down, we are getting ready for our fall schedule. The Social Committee will be back to its regular meetings shortly, so keep an eye out for the new schedule. There will no doubt be something for everyone — and probably a few things we didn't know we needed until someone organized them!

The gym has had a few upgrades this month. We have added more free weights to complete the set, along with a new spin bicycle. I have to say, **for myself, this was the perfect upgrade** — and the new bike is of great quality. Now we just need to make sure it gets used!

The clubhouse office is currently updating its locker records. If you have a permanent or short-term locker, please contact the office at **604-501-0479** to confirm that your locker is recorded.

I suspect there may be a few **forgotten lockers hiding in plain sight** after all these years. Residents have moved, lockers may no longer be needed, and some may simply have been forgotten about.

We are allowing until **December 1st** to update the records. After that date, any lockers that have not been claimed will have the locks removed and their contents placed in Lost and Found. So, if you have a locker, now might be a good time to find out what is actually hiding inside!

Many compliments towards the cleaning for the clubhouse and the condos.

Ponds and Fountains

The fountains have had a few minor leaks over the past month. Fortunately, they have been repaired and are back to doing what fountains do best — **moving water around and looking pretty while we worry about them!**

Robby Jr. continues to perform like a champ and has become a great helper to Scotty. He has even taken on the job of vacuuming the Koi pond mid-week.

The fish don't seem to mind him milling around, although the babies have apparently figured out that when Robby Jr. comes by, it's time to swim in the opposite direction! They may be small, but they are learning quickly.

The mainstream remains empty over the summer while water restrictions have postponed the necessary repairs. We have decided to wait until the fall leaves have dropped and the area has been cleaned before calling in the specialists to locate the leak and repair the system.

Sometimes, with ponds and water features, patience is not just a virtue — it is part of the maintenance plan!

A big thank you to everyone who continues to help with our ponds, fountains, clubhouse and amenities. These areas don't look after themselves, and the many residents who volunteer their time make a tremendous difference to Chelsea Gardens.

LANDSCAPING – Ron Bergman

The following townhouses along the street bordering 140th have replaced lawns with river rock in compliance with Landscaping Option 2 (Large rock and Gravel): TH 265/266, 314/315, 302/307, 313, 300/301. Also, alteration approval letters for option 2 have been sent to: TH 317, 297, 306, 310, 311, 298.

If you get a chance, take a look at the personal touches that these residents have used to enhance the appearance of their front landscaping.

Alteration requests can be submitted via the Condo Control system and we have streamlined the approval process when following one of the four approved landscaping options. Please provide as much detail as possible with the request to ensure a smooth process.

The landscapers have trimmed the shrubs around the outside of the fence and continue to catch up on pruning around the complex, as well as the never-ending task of gathering leaves.

McConkey Arborist did a walk around on August 20th and identified several trees in need of serious pruning, in addition to a few dead trees that need to be removed. This work is expected to be completed in early October.

Council reviewed a presentation regarding the current landscaping practices and contract at Chelsea Gardens. The presentation identified a need for clearer and more consistent landscaping standards throughout the property, particularly with respect to pruning practices, the size and appearance of trees and shrubs, maintenance frequency, general appearance, and vegetation that may contribute to pest or rodent concerns. The intent would be to establish a reasonable community-wide baseline while still allowing homeowners some flexibility in the landscaping immediately surrounding their homes.

It was also recommended that a more clearly defined landscaping approval process be established, identifying what types of changes require approval, who is responsible for reviewing requests, who has final approval authority, and how decisions are documented and communicated to homeowners. This would assist in ensuring that landscaping requests are dealt with consistently throughout the community.

The presentation further recommended a review of the landscaping contract and associated costs. In particular, consideration should be given to obtaining a clearer breakdown of the services included in the contract and the value or cost allocated to major tasks such as grass cutting, pruning, weed control, seasonal maintenance and cleanup. A process should also be established for tracking work that is missed, incomplete or not required and determining whether that work is rescheduled, credited or otherwise financially adjusted.

Council discussed the recommendations and will consider developing written landscaping standards, a formal homeowner approval process, and greater transparency and accountability within the landscaping contract. The overall objective is to improve consistency in the appearance and maintenance of Chelsea Gardens, address pest and rodent concerns where applicable, and ensure the Strata is receiving appropriate value for the landscaping services being purchased.

SAFETY AND SECURITY – Ashley Orton

The main gate issues were eventually traced to the control timers which are the original and were failing. Two new timers have been purchased which are due to arrive soon. In the interim, a cheaper one was purchased to serve the job in the meanwhile and will be kept as a spare once the original replacements arrive.

A supply of door latches will be purchased to have on hand.

IRRIGATION – Ron Bergman

The timer for the sprinklers by the front gate were not shutting off and, after initial attempts to fix the problem were unsuccessful, this zone has now been turned off. The sprinklers remain on for the flowerbeds from the clubhouse to the fountain roundabout, while the rest of the system remains off.

The irrigation committee is looking for volunteers to hopefully start up the system next year. Norm Reid has agreed to share his expertise, but he cannot do the physical labour. Council may also look at commercial options but this is expected to be very expensive.

Council is asking all residents to assist in keeping our shrubbery healthy by hand watering shrubs and trees around their residences and in nearby common areas. A big THANK YOU to everyone who has volunteered and to all residents who have been regularly watering.

SOCIAL COMMITTEE – Linda Hart

Although the Social Committee has officially been on hiatus, work continues behind the scenes on various projects. Planning is underway for the September Corn Dinner and the Annual Newcomers Welcome Event held in October. Watch for posters in September.

ADMINISTRATION – No Report

RV LOT – Marilyn Thomas and Susie Glowsky

The month of August has been rather busy in many different ways. At times the lot looks quite empty and at others it has looked as full as it is. Many residents have been taking advantage of the nice summer weather and using their RV's, boats etc. We thank all for being considerate of those townhouse owners just outside the RV lot gates as they go to and from the lot.

There have been 4 new and upcoming rentals in the end of August/September including one boat/trailer, 2 campers and one temporary visitor. With these 3 long term rentals, we will have only 4 stalls open of the 50 in the lot. One of those we try to hold open for temporary stays. Monthly rental is now around \$1200.

The new lock is now in use a couple days earlier than scheduled as the old lock stopped unlocking quite unexpectedly (well actually we anticipated it). This new lock is keyed the same as the old lock. The new lock was bought from Coastal Lock & Key and is the same manufacturer as before - ABUS. You may not even notice the difference. It is commercial grade, slightly smaller, waterproof, made of hardened special steel, rated as a 10 out of 10 for security.

The RV lot recently went through several "dark" days due to too much power being drawn all at once. The RV lot is just a 15 amp service and that is why our rules control the use of the service. It is all fixed now after several resets of the breakers and Ron Plankeel went the extra mile and replaced the 3 receptacles on the light poles with CGFI's that will hopefully avoid tripping the breakers again but will not increase the amperage at all.

The asphaltting of the dip in the RV lot and the road in front of TH 305 has been completed at a price of \$1890 (includes taxes). Mike Maxwell made arrangements for S&S Asphalt Paving to do the work and it comes with a 3 year guarantee. They also put in place a temporary patch on the 3rd street near the Clubhouse and will return this fall to put a final one down. This is the first work in Chelsea by this company and along side of Crush, it is recommended to use them again in the future.

CAPITAL WORKS COMMITTEE – Paul Kavanagh

Phoenix is getting prepared to work on the tendering process for the condo roofs.

INVESTMENT COMMITTEE – Paul Kavanagh

No Report

EMERGENCY PREPAREDNESS – Doug McLeod – See attached

PEST COMMITTEE – Marie Steen

Cockroaches – Kensington / Mayfair: Cockroach activity continues to be monitored in the Kensington, with two units currently reporting live activity and several other units having experienced activity in recent weeks. Orkin has advised that approximately three months with no reported activity will be required before the infestation can reasonably be considered resolved. A possible new occurrence in the Mayfair is also being investigated.

Additional units in the Kensington were recently treated for German cockroaches. In one affected unit, the dishwasher was temporarily removed to permit a thorough treatment behind and around the appliance. Following reinstallation, the dishwasher was tested and no leakage was observed. Evidence of cockroach activity was also identified within a second-floor meter/electrical room, and treatment of the affected area was authorized. Monitoring and follow-up with affected residents will continue.

It was noted that preparation for cockroach treatments is extensive and disruptive for residents, requiring furniture to be moved away from walls, electrical covers removed, certain cupboards emptied, food properly secured, and occupants to vacate their homes for a minimum period following treatment. Council was also advised that pest-control notices posted for residents have repeatedly been removed shortly after posting. This is a concern, as timely resident awareness and reporting are important in preventing cockroaches from spreading between units.

Rodent Activity: An increase in rat activity has recently been observed, particularly around electrical buildings/rooms, including areas attached to townhouse units. Additional exterior bait stations have been placed in areas where activity has been reported, and additional baiting has also been undertaken within certain electrical rooms. A dead rat was also recently reported on the property. Orkin will continue monitoring and servicing the affected areas.

Carpenter Ants: A townhouse was recently treated for carpenter ants, and the treatment appears to have been effective to date. Due to concerns that the ants may have been present for an extended period, questions were raised regarding the possibility of concealed damage within the walls. As an additional precaution and on Orkin's recommendation, arrangements were requested for the exterior of the townhouse to be treated. Further investigation may be considered if there are indications of continued ant activity or possible building damage.

Ceiling/Drywall Concern: A separate concern was reported in an affected Kensington unit involving a significant amount of drywall/gypoc dust falling from around a ceiling fire sprinkler head. Orkin inspected the area and found no evidence of mouse activity. As the affected area contains water lines, the matter has been referred for further investigation to rule out a possible slow leak or other building-related cause. The situation will continue to be monitored.

Orkin Service: Orkin recently attended the property as part of an internal training exercise, with authorization provided on the condition that Chelsea Gardens not be identified. The opportunity also allowed for discussion with senior Orkin representatives regarding the ongoing cockroach, rodent and carpenter ant concerns and potential pest-management strategies going forward. Council was advised that Koichi is expected to remain the technician assigned to the property.

Council also discussed the additional pest-control work being undertaken beyond regular exterior bait-station servicing and requested that invoicing be monitored to confirm whether these additional treatments are included within the existing service arrangement or are being separately charged.

Council thanked those involved for their continued monitoring and coordination of the pest-control program. Pest activity will continue to be closely monitored, with further treatments and investigation undertaken as necessary.

6) BUSINESS ARISING FROM PREVIOUS MINUTES

- a) **Mechanical and other Component reviews as suggested by Deprecation report** – JRS will provide a proposal to do various reviews of mechanical systems and building systems to understand our future needs.
- b) **TELUS vs ROGERS** – Marilyn is planning to connect with TELUS to try to renegotiate the contract prices.
- c) **Visitor Stall Clean up** – Don and staff are on-going for this. They are doing a wonderful job.
- d) **Concrete Driveway and Patios** –Susie will breakdown the priority crack, joint and concrete levelling. Priority concerns are trip hazards.
- e) **Leak Investigation on Streams** – Crush will investigate this in the fall.
- f) **Garbage Quotes** – Further investigation on garbage quotes is on-going. Contracts need to be reviewed to determine when we can actually get out of specific contracts.
- g) **Privacy Policy** – Your Privacy Officers (Ashley and Paul) have completed a review of existing Privacy Policy and related Bylaw. This review was initiated after concerns were expressed about the information gathering process related to the rollout of our new access control system. We found that the existing policy was lacking in many respects.

Council reviewed a submission concerning proposed updates to the Chelsea Gardens Personal Information Protection Policy and Bylaw 46. The proposed updates are intended to reflect current requirements under the Personal Information Protection Act, guidance from the Office of the Information and Privacy Commissioner for British Columbia, and the information collected through the Strata Corporation's video surveillance and Akuvox access-control systems.

The submission identified the types and locations of personal information maintained by the Strata Corporation and its service providers and proposed procedures governing consent, access, disclosure, security, retention, correction requests and privacy complaints. The proposed policy also provides for the appointment of a Privacy Officer and establishes routine retention periods of 10 days for surveillance recordings and 30 days for Akuvox access logs, call history and entry snapshots, subject to longer retention where required for a specific investigation, legal proceeding, insurance matter or other lawful purpose.

Council discussed the need to improve surveillance signage, remove cameras that are no longer in use, establish procedures for deleting or anonymizing records that are no longer required, and ensure that contracts with service providers contain appropriate confidentiality and privacy-protection provisions.

Council also considered the possible installation of additional cameras in certain common areas. Council agreed that any additional surveillance must be supported by reasonable and documented safety or security purposes. A legal opinion and privacy assessment will be obtained before Council considers video surveillance within the pool or fitness areas.

Council noted that the proposed amendments to Bylaw 46 cannot be enacted by Council alone and would require approval by a 3/4 vote of the owners at an Annual or Special General Meeting and subsequent filing at the Land Title Office.

After review, Council agreed that the proposed policy and bylaw amendments would be revised to address the comments raised, including consent requirements, biometric information, access to recordings, fees for information requests, use of surveillance for bylaw enforcement and owner-installed cameras. The revised documents will be reviewed by a lawyer and then discussed further at another meeting for Council to do a final review.

Crossroads will be reviewing the brokerage privacy policy requirements with their Strata Lawyer for the proposed amendment to the agency agreement.

It was **MOVED, SECONDED and CARRIED** to obtain a legal opinion to review the privacy policy and bylaw amendments as discussed.

It was **MOVED, SECONDED and CARRIED** to approve the installation of additional cameras (clubhouse lobby, workshop, fireside room and guest suite hallway).

It was **MOVED, SECONDED and CARRIED** to update signage, and remove cameras no longer in use.

It was **MOVED, SECONDED and CARRIED** to ensure that personal information for owners no longer residing in Chelsea to be deleted or anonymized in accordance with PIAP.

h) Traffic Calming City of Surrey Letter – Response letter from the City of Surrey:

Dear Jesse Train,

Thank you for taking the time to contact the City of Surrey regarding your concerns/inquiries at the intersection of 70 Avenue and 138 Street. Please be advised that City continuously monitors intersections performance for queues and congestion through traffic cameras, as well, we have completed multiple counts and assessments at this intersection in the recent past. This information is used to assess traffic conditions and determine where operation or safety improvements are required.

As for your question regarding safety improvements before the 70 Ave connection is completed, I am pleased to inform you that the project includes the installation of a new railway crossing signal and a new traffic signal at 70 Ave and 136B to enhance both safety and traffic operations. Additional improvements will include upgraded pedestrian facilities along with improved access to the library parking lot.

With regards to your request for adding advanced left turn signals(arrows) at 70 Avenue and 138 street, please be advised that the Engineering Department applies established criteria to evaluate whether or not the advanced left turn signals should be introduced at an intersection. The need for protecting a left turn movement with a left turn arrow is based on a combination of factors, including:

- * Heavy left turn volume
- * Heavy opposing through movement volume
- * Number of lanes to be traversed by left turning vehicles
- * Collisions that could have been prevented by protecting the left turn movement (past two years)
- * Existing green time for through movement and the cycle length

Based on the most recent traffic count data & ICBC crash data available and a comprehensive analysis of the intersection including a left turn signal warrant analysis, we have concluded that none of the approach meet the criteria to warrant left turn signals at this time. We will continue to monitor this location to determine whether such a facility is necessary in the future. **Once the 70 Avenue connection is completed and traffic patterns have normalized, this issue may be re-evaluated if warranted.**

Please note that intersections of public concerns within the City are frequently reassessed and any changes to existing conditions may prompt a decision to implement changes. When traffic patterns change such that they meet our criteria, this location will be added to our capital program and prioritized relative to other locations. The City has a program of left turn arrow installation at intersections based on existing demands and priorities. This program is subject to regular review and adjustment and will by necessity change as new development or redevelopment takes place across the City.

Thank you again for bringing your concerns to our attention. If you have any further question, please email at jashah@surrey.ca

- i) **Gym Use for Special Circumstances** – Council reviewed a request for an underage resident to use the gym as a disability-related accommodation. Council considered legal advice regarding the Strata Corporation's duty to accommodate under the BC Human Rights Code to the point of undue hardship.

Following discussion, Council approved the request on a temporary accommodation basis, subject to the resident being accompanied by a responsible adult at all times, complying with all gym rules and using the facility only during mutually agreed-upon days and times. The accommodation is granted based on the resident's disability-related needs and does not constitute a general exemption from the gym's age restrictions.

Management will confirm the terms of the accommodation with the owner and may consult the Strata Corporation's insurance broker regarding any applicable insurance or safety requirements. The arrangement may be reviewed periodically and adjusted where reasonably necessary.

- j) **Car Accident along 70thave** – ICBC requires two more quotes to repair the wall that was hit from a Non-resident driver.
- k) **Council Governance Guidelines** – Council is reviewing governance guidelines for the Council and future councils to follow for best practice and in the best interest of the Strata Corporation.

7) NEW BUSINESS

1. **Fire Equipment Deficiency Quotes** – It was **MOVED, SECONDED and CARRIED** to approve the quotes to replace deficient batteries, extinguishers, bells, horns and other fire safety related equipment. The Sprinkler testing quotes will be reviewed further.
2. **Landscaping Alteration Requests** – Several landscaping requests have been approved, and alteration letters will be sent.
3. **Arborist Quote** – it was **MOVED, SECONDED and CARRIED** to approve the quote from McConkey Arborists to do various work throughout the complex as per their recommendation.
4. **Window Quotes** – It was **MOVED, SECONDED and CARRIED** to approve three quotes for glass replacements. One of the quotes had replacement hardware, this is an owner responsibility.
5. **Request for Lock Box For Condos** – Owners that have realtors requesting is install lockboxes to condo units, will be able to get access to the condos through the enterphone system and add a lockbox to the unit door.
6. **Gate Painting** – Council will request staff to look at painting the vehicle and pedestrian gates.
7. **Lockable Notice Boards** – It was **MOVED, SECONDED and CARRIED** to approve the purchase and installation of lockable bulletin boards.
8. **Signage for the Clubhouse** – it was **MOVED, SECONDED and CARRIED** to approve the removal of the "13888" on the clubhouse building with a sign that just says "CLUBHOUSE".
9. **Condo Control Service Requests** – Many service requests were submitted through the Condo Control program. Staff will identify and update the status of these requests.

8) CORRESPONDENCE

Correspondence was either answered by a Council member, Caretaker or Crossroads verbally, or by letter sent through mail or email. If they were not answered in this way the response is indicated in the minutes below.

IT IS ADVISED: FOR COUNCIL TO ADDRESS COMPLAINTS OR WORK ORDERS: Council and Staff requires identification of unit, incident that occurred, time the incident, the more information the better for Council to better understand.

WORK ORDERS – IF YOU DO NOT IDENTIFY THE UNIT YOUR RESIDE IN OR CONTACT INFORMATION, ACTION ON THE WORK ORDER CANNOT BE COMPLETED.

Flooring Replacement: An owner advised that the existing laminate flooring throughout their strata lot, including the stairs but excluding the bathrooms, will be replaced with water-resistant laminate in September. The work will be completed by an experienced contractor familiar with the Strata's renovation requirements. Management will confirm that the required renovation application, flooring specifications, soundproofing information and contractor documentation are provided before work begins.

Exterior Railing Replacement: An owner requested clarification regarding the inspection, approval and cost of replacing original wooden railings with metal railings. Management advised that the railing replacement program was previously approved by the ownership by resolution at an Annual General Meeting approximately five years ago.

Material Around Sprinkler Escutcheon: An owner reported recurring powder or debris falling from the ceiling area surrounding a sprinkler head. The fire suppression contractor inspected the area and advised that the issue did not appear to originate from the sprinkler system. Pest control also inspected and indicated that activity within the ceiling cavity could be a possible cause. Management and the caretaker will arrange further investigation to determine the source and any required repairs.

Impact Noise Complaint: An owner reported ongoing impact noise from the strata lot above, described as footsteps or running that can be heard throughout the day. The owner asked whether the flooring installation in the upper strata lot had received approval and complied with the Strata's soundproofing requirements. Management is reviewing the renovation records and investigating the concern.

Kitchen and Flooring Renovation Inquiry: An owner requested information regarding the Strata's required IIC/STC ratings for new flooring and the documentation required for proposed kitchen renovations, including cabinet refacing, countertops, backsplash, sink replacement and related work. Management will provide the applicable renovation requirements and application materials for Council's review and approval before work commences.

Walkway Tripping Hazard: An owner reported a gap adjacent to the concrete walkway at an exterior pedestrian gate that may present a tripping hazard. The concern was forwarded to the caretaker for inspection and repair as required.

Front-Yard Alteration Guidelines: An owner expressed concern about the recently issued landscaping guidelines, including the requirement that owners assume responsibility for owner-requested alterations to common-property garden areas. Council clarified that owners are not required to alter or independently maintain the existing common-property landscaping. However, where an owner voluntarily requests permission to change or customize an area, the owner is responsible for the alteration and its ongoing maintenance, consistent with

the Strata's usual approach to owner-requested alterations. The guidelines are intended to maintain a consistent appearance and avoid unsuitable or inconsistent landscaping. Council noted that a Strata-funded, large-scale redesign or replacement program would require significant additional funding and could require increased strata fees or a special levy.

Owner Appreciation: Council received positive correspondence from new owners thanking management, Council and the contractors for the professional handling of several maintenance requests, including a window-frame replacement, railing repairs and a partition repair. The owners also expressed appreciation for the information provided regarding the potential responsibilities and liabilities associated with replacing a patio door. Council received the correspondence with thanks.

ADJOURNMENT: The meeting was adjourned at 4:46PM. The next meeting is October 07, 2026

ALTERATION/RENOVATION INFORMATION

Exterior Alterations

Please note that the exterior of the building (including your patios, balconies and gardens) is limited common and common property and shall not be altered in any way without the written consent of the Strata Council. Any request must be made in writing for the Council's consideration.

Interior Alterations

Owners are also reminded under the Strata Property Act, should they wish to make any alterations to the interior of their Strata Lot, excluding paint/wallpaper, they must seek Strata Council's approval prior to any work being completed. Failure to obtain approval, can allow the Strata to have the alterations removed.

Process for submitting an alteration request

When submitting a request to make an alteration it is imperative that you provide time for the Council to review the request at their next Council meeting. This means to plan accordingly for the renovation or an improvement. Seek permission before scheduling with any contractors as there could be delays in getting appropriate approval.

Be sure to read the bylaws to understand if the improvement or renovation is allowed under the bylaws.

Providing more information for the Council to review will lead to less questions, and a faster approval time. Providing little information on the request will result in delays and questions from the Council in order to achieve approval of the work to be done.

Once approved by the Strata Council, the Management Company will be instructed to send an alteration letter for the Owner to sign and return to the Management Company for filing. Failure to obtain an alteration letter may result in the renovation or improvement being reverted back to original at the cost of the Owner.

IMPORTANT INFORMATION FOR NEW AND CURRENT RESIDENTS OF LMS1416

WATER LOSSES

The Council wishes to provide information when dealing with a loss into your unit, including but not limited to water, rain, moisture etc. The first steps are to determine whether the loss is over or under deductible and where the loss is emanating from; the latter includes mitigation of the loss under emergency work.

Loss From Common Area – Under Deductible

If the loss is determined to be under deductible and from the common area, the strata will be responsible for the repair and maintenance of the common areas, and, per the bylaws, each Owner will need to arrange for repairs to the inside of the strata lot. If this is the case, management will advise the Owner once common area repairs are completed so that the Owner can proceed with in-suite work.

Loss From Another Unit – Under Deductible

If the loss is determined to be under deductible and from another unit, the strata will not get involved and each Owner will need to arrange for repairs to the inside of their strata lot. The impacted unit should contact their adjuster to discuss subrogation against the source unit.

Loss From Common Area – Over Deductible

If the loss is determined to be over deductible and from the common area, a claim through the Strata Corporation's insurer will be opened. The Strata Corporation arranges and pays for all costs relating to common property. The Strata Corporation also arranges repairs to the strata lot except betterments to the strata lot (any renovations or upgrades including but not limited to flooring replacement, cabinetry work, electrical, plumbing etc). An adjuster for the Strata Corporation is assigned

Loss From Another Unit – Over Deductible

If the loss is determined to be over deductible and from another unit, a claim through the Strata Corporation's insurer will be opened. The Strata Corporation arranges and pays for all costs relating to the emergency and charges back these costs to the source unit. The Strata Corporation also arranges repairs to the strata lot except betterments to the strata lot (any renovations or upgrades including but not limited to flooring replacement, cabinetry work, electrical, plumbing etc). An adjuster for the Strata Corporation is assigned. The impacted unit should contact their adjuster to discuss subrogation against the source unit.

IMPORTANT

It is important that owners obtain not only personal insurance for their unit, but also additional insurance for any upgrades as these are not covered by the strata corporation.

The Strata Corporation has an obligation to insure a strata lot, but not repair and maintain. This is a fundamental point to understand as the Strata Corporation is not legally obligated to repair a strata lot who suffers damage, where such damage is less than the strata corporation's insurance deductible.

The strata's insurance covers all common property and common assets and the area within the units as built. Strata insurance does not cover any of your personal belongings nor any upgrades you do within your unit.

For any loss, it would be suggested that Owners contact their personal insurers to notify them of the loss. They will ask for the bylaws and strata summary of coverages which are available on the website.

AUGUST 2026



EMERGENCY PREPAREDNESS EXPO

SEPTEMBER 12, 2026, 1 TO 4 PM

IN FRONT OF THE CLUBHOUSE

We are seeking more volunteers to ensure we have the capability to respond to our community needs in any emergency

The **EMERGENCY PREPAREDNESS EXPO** will help you understand all that you need to know about the Chelsea Gardens Emergency Preparedness and Response Program, including the response services we offer, and how you can contribute to our community's resilience before and during an emergency.

Our Program is based on the British Columbia Emergency Management System and the internationally recognized Incident Command System. The program is comprised of nine teams. Each team, prior to emergencies occurring, identifies resource needs and response activities, plans and conducts training and participates in exercises. The bullet points below highlight the more significant response activities for each team when a larger scale emergency occurs:

LEADERSHIP / INCIDENT COMMAND

- Provides leadership for and management of response activities

CARE & SHELTER

- Addresses response needs that assist residents to cope with and overcome impacts

COMMUNICATIONS & TRANSPORTATION

- Provides communications support, including radios and radio use protocols, and contact with external agencies
- Organizes transport for victims impacted by the emergency, including to medical facilities if practical

CONDOMINIUMS AND TOWNHOUSES

- Provides support to residents during building evacuations and resident and building status information to Incident Command; identifies to Incident Command building or resident response needs
- Condominiums – during power outages sets out emergency lighting, opens electronic lock-controlled doors, assists with manual opening of vehicle gates

DAMAGE ASSESSMENT / SEARCH AND RESCUE

- Identifies damaged structures and assesses damage implications for safety of occupancy of the building
- Responds to requests for help within buildings, including those who cannot leave on their own

FIRST AID

- Responds to requests for First Aid medical assistance

PET CARE

- Responds to requests for help with pets, including searching for lost pets, pet first aid, and care for pets when owners are not able to do so due to the emergency impacts

SECURITY

- Organizes and conducts security patrols on the property as directed
- Provides support to condominium buildings during power outages as directed
- Provides crowd control at incident sites as directed

UTILITIES & FIRE SUPPRESSION

- Responds as directed to assess utility functions and address utility problems and minor fire outbreaks

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 (lms1416c)
July 2026

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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	1,021,033.46
1038-1365	Prospera GIC - 4.2000% - Mar 6/2027	200,000.00
1038-1366	Prospera GIC - 4.1000% - Mar 6/2028	200,000.00
1038-1367	Prospera GIC - 4.1000% - Mar 6/2029	200,000.00
1038-1371	Prospera GIC - 3.1500% - Feb 6/2030	200,000.00
1038-1372	Prospera GIC - 3.0000% - Mar 10/2031	200,000.00
TOTAL ASSETS		<u>2,021,033.46</u>

LIABILITIES

2010-0000	Accounts Payable	<u>2,595.24</u>
TOTAL LIABILITIES		<u>2,595.24</u>

**OWNERS EQUITY
RESERVES**

3479-0015	ROOF REPLACEMENT	
3479-0017	Roof Replacement CRF Contribution	<u>-2,590,000.00</u>
3479-0020	ROOF REPLACEMENT TOTAL	<u>-2,590,000.00</u>
3500-0000	Net Income - Prior Years	4,311,522.01
3510-0000	Net Income - Current Year	<u>296,916.21</u>
TOTAL OWNERS' EQUITY		<u>2,018,438.22</u>
TOTAL LIABILITIES AND EQUITY		<u>2,021,033.46</u>

DATE: Aug. 18/2026
ACCOUNTANT: [Signature]
PROPERTY MANAGER: [Signature]

Budget Comparison (Accrual) **CHELSEA - Contingency - 02 (lms1416c)** **July 2026**

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
INCOME								
4010-5000	Strata Fees - Apartments	23,190.92	23,190.92	0.00	115,954.60	115,954.60	0.00	278,291.00
4010-6000	Strata Fees - Townhomes	50,454.33	50,454.33	0.00	252,271.65	252,271.65	0.00	605,452.00
4012-0100	CRF Contribution	13,741.83	0.00	13,741.83	68,709.15	0.00	68,709.15	0.00
	TOTAL	87,387.08	73,645.25	13,741.83	436,935.40	368,226.25	68,709.15	883,743.00
4031-0000	Interest Income	2,553.14	0.00	2,553.14	46,467.10	0.00	46,467.10	0.00
	TOTAL	2,553.14	0.00	2,553.14	46,467.10	0.00	46,467.10	0.00
OTHER								
4066-0000	Remote Control Sale	7,945.00	0.00	7,945.00	7,945.00	0.00	7,945.00	0.00
	TOTAL OTHER	7,945.00	0.00	7,945.00	7,945.00	0.00	7,945.00	0.00
	TOTAL INCOME	97,885.22	73,645.25	24,239.97	491,347.50	368,226.25	123,121.25	883,743.00
EXPENSES								
6279-2026	Access Control Upgrade	0.00	14,583.33	14,583.33	171,045.00	72,916.65	-98,128.35	175,000.00
	TOTAL EXPS. BEFORE UTILITIES	0.00	14,583.33	14,583.33	171,045.00	72,916.65	-98,128.35	175,000.00
TOWNHOUSE EXPENSES								
6342-2026	2026 Townhouse Envelope Repairs	6,843.74	4,166.67	-2,677.07	7,263.74	20,833.35	13,569.61	50,000.00
	TOTAL OPERATING EXPS. - T.H.	6,843.74	4,166.67	-2,677.07	7,263.74	20,833.35	13,569.61	50,000.00
COMMON EXPENSES								
LANDSCAPING & GROUNDS								
6451-2026	Privacy Fencing	0.00	2,083.33	2,083.33	8,622.55	10,416.65	1,794.10	25,000.00
	TOTAL LANDS. & GROUNDS	0.00	2,083.33	2,083.33	8,622.55	10,416.65	1,794.10	25,000.00
REPAIR & MAINTENANCE- GENERAL								
6513-2026	Electric Utility Vehicle	0.00	2,500.00	2,500.00	7,500.00	12,500.00	5,000.00	30,000.00
	TOTAL REPAIR & MAINT.	0.00	2,500.00	2,500.00	7,500.00	12,500.00	5,000.00	30,000.00
	TOTAL COMMON EXPENSES	0.00	4,583.33	4,583.33	16,122.55	22,916.65	6,794.10	55,000.00
	TOTAL EXPENSES	6,843.74	23,333.33	16,489.59	194,431.29	116,666.65	-77,764.64	280,000.00
	NET INCOME (LOSS)	91,041.48	50,311.92	40,729.56	296,916.21	251,559.60	45,356.61	603,743.00

Balance Sheet (Accrual)
CHELSEA - Operations - 02 (lms1416)
July 2026

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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	145,451.78
1025-0120	Bank - Roof Replacement	411,159.37
1027-0000	Bank - Water Surcharge	132,380.87
1028-0064	Bank - Credit Card Secure Term	6,000.00
1028-1300	Bank - Golf Tournament Funds	3,749.33
1029-0000	Bank - Apt Utilities	68,688.63
1030-0000	Bank - Exercise Room	1,464.86
1040-0000	Bank - Social Committee	1,922.31
1200-0000	Prepaid Insurance	42,185.88
1205-0000	Prepaid Expenses	2,307.90
1300-0000	Accounts Receivable	20,057.52
1301-0002	A/R - Roof Replacement	7,991.73
TOTAL ASSETS		<u>843,577.53</u>

LIABILITIES

2010-0000	Accounts Payable	130,638.90
2014-0000	Accrued Water & Sewer	19,166.67
2017-0000	Social Committee Fund	1,922.31
2018-0000	Exercise Room	1,464.86
2019-0000	Golf Tournament Fund	3,749.33
2035-0000	Security Deposits	300.00
2170-0000	Vacation Payable	7,183.94
2250-0000	Pre-Paid Fees	3,773.91
TOTAL LIABILITIES		<u>168,199.92</u>

**OWNERS EQUITY
RESERVES**

3479-0015	ROOF REPLACEMENT	
3479-0016	Roof Replacement Levy	2,602,853.18
3479-0017	Roof Replacement CRF Contribution	2,590,000.00
3479-0018	Roof Replacement Expenses	-4,773,702.08
3479-0020	ROOF REPLACEMENT TOTAL	<u>419,151.10</u>
3500-0000	Net Income - Prior Years	152,946.72
3510-0000	Net Income - Current Year	7,113.18
3510-2000	Net Income - Utilities	62,781.37
3510-3000	Net Income - Water & Sewer	33,385.24

DATE: AUG. 20/2026
ACCOUNTANT: [Signature]
PROPERTY MANAGER: [Signature]

TOTAL OWNERS' EQUITY
TOTAL LIABILITIES AND EQUITY

<u>675,377.61</u>
<u>843,577.53</u>

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Budget Comparison (Accrual) **CHELSEA - Operations - 02 (lms1416)** **July 2026**

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
INCOME								
4010-0000	Strata Fees	73,219.24	73,218.00	1.24	366,096.20	366,090.00	6.20	878,616.00
4012-0000	CRF Strata Fees - Apartments	-23,190.92	-23,190.92	0.00	-115,954.60	-115,954.60	0.00	-278,291.00
4015-0000	Parking,Scooter & EV Parking	550.00	625.00	-75.00	2,731.00	3,125.00	-394.00	7,500.00
4022-0000	Move in/out	0.00	166.67	-166.67	400.00	833.35	-433.35	2,000.00
	TOTAL	50,578.32	50,818.75	-240.43	253,272.60	254,093.75	-821.15	609,825.00
4030-0000	Strata Fees	138,400.00	138,400.00	0.00	692,000.00	692,000.00	0.00	1,660,800.00
4032-0000	CRF Strata Fees - Townhomes	-50,454.33	-50,454.33	0.00	-252,271.65	-252,271.65	0.00	-605,452.00
	TOTAL	87,945.67	87,945.67	0.00	439,728.35	439,728.35	0.00	1,055,348.00
OTHER								
4040-0000	Rental - Fireside Lounge	50.00	83.33	-33.33	575.00	416.65	158.35	1,000.00
4045-0000	Rental - Caretaker Suite	600.00	600.00	0.00	3,000.00	3,000.00	0.00	7,200.00
4050-0000	Rental - Guest Suites	1,100.00	1,000.00	100.00	5,400.00	5,000.00	400.00	12,000.00
4055-0000	R.V. Parking	1,050.00	1,000.00	50.00	5,490.00	5,000.00	490.00	12,000.00
4061-0000	Bylaw Fines	0.00	0.00	0.00	200.00	0.00	200.00	0.00
4061-0010	Late Payment Interest	188.14	0.00	188.14	188.14	0.00	188.14	0.00
4062-0000	Dish and Cutlery Rental	0.00	16.67	-16.67	75.00	83.35	-8.35	200.00
4065-0000	Interest Income	453.06	458.33	-5.27	2,630.23	2,291.65	338.58	5,500.00
4066-0000	Remote Control Sale	-6,945.00	500.00	-7,445.00	450.00	2,500.00	-2,050.00	6,000.00
	TOTAL OTHER	-3,503.80	3,658.33	-7,162.13	18,008.37	18,291.65	-283.28	43,900.00
	TOTAL INCOME	135,020.19	142,422.75	-7,402.56	711,009.32	712,113.75	-1,104.43	1,709,073.00
EXPENSES								
6030-0000	Apt Janitor/Contract Services	3,921.20	3,750.00	-171.20	14,223.68	18,750.00	4,526.32	45,000.00
6208-0000	Building Maint. - Apartments	5,301.67	4,166.67	-1,135.00	29,753.58	20,833.35	-8,920.23	50,000.00
6215-0000	Equipment Maint.-Apartments	8,270.47	5,416.67	-2,853.80	19,375.09	27,083.35	7,708.26	65,000.00
6268-0050	Elevator Maint. - Apartments	1,680.80	2,083.33	402.53	7,493.66	10,416.65	2,922.99	25,000.00
6275-0000	Gate & Door Maint. - Apartment	1,168.18	625.00	-543.18	10,827.37	3,125.00	-7,702.37	7,500.00
6279-0000	Garbage Pick-up - Apts.	2,441.40	2,916.67	475.27	15,402.19	14,583.35	-818.84	35,000.00
	TOTAL EXPS. BEFORE UTILITIES	22,783.72	18,958.34	-3,825.38	97,075.57	94,791.70	-2,283.87	227,500.00
TOWNHOUSE EXPENSES								
6315-0000	Building Maint. - Townhomes	485.47	5,833.33	5,347.86	42,692.85	29,166.65	-13,526.20	70,000.00
6320-0000	Garbage Pick-up - Townhomes	6,631.31	7,500.00	868.69	36,963.82	37,500.00	536.18	90,000.00
	TOTAL OPERATING EXPS. - T.H.	7,116.78	13,333.33	6,216.55	79,656.67	66,666.65	-12,990.02	160,000.00
COMMON EXPENSES								
LANDSCAPING & GROUNDS								
6415-0000	Landscape Contract	14,700.00	14,666.67	-33.33	71,610.00	73,333.35	1,723.35	176,000.00
6425-0000	Drainage Repair & Maint-Ground	0.00	4,583.33	4,583.33	16,899.75	22,916.65	6,016.90	55,000.00
6435-0000	Plant Replacement & Imp-Ground	0.00	1,666.67	1,666.67	6,387.38	8,333.35	1,945.97	20,000.00
6440-0000	Irrigation System	0.00	833.33	833.33	15.00	4,166.65	4,151.65	10,000.00
6455-0000	Snow Removal	0.00	2,000.00	2,000.00	0.00	10,000.00	10,000.00	24,000.00
	TOTAL LANDS. & GROUNDS	14,700.00	23,750.00	9,050.00	94,912.13	118,750.00	23,837.87	285,000.00
REPAIR & MAINTENANCE- GENERAL								
6510-0000	Repair & Maintenance	21,900.95	3,750.00	-18,150.95	59,664.15	18,750.00	-40,914.15	45,000.00
6515-0000	Equipment Rep. & Maint.-Common	0.00	1,250.00	1,250.00	6,555.62	6,250.00	-305.62	15,000.00
6520-0000	Supplies Equipment - Common	0.00	1,250.00	1,250.00	259.38	6,250.00	5,990.62	15,000.00
6525-0000	Supplies Maintenance-Common	13.96	291.67	277.71	620.90	1,458.35	837.45	3,500.00
6535-0000	Enterphone and Security	63.16	500.00	436.84	322.55	2,500.00	2,177.45	6,000.00
6560-0000	Gate Repair & Maint. - Common	298.67	500.00	201.33	755.67	2,500.00	1,744.33	6,000.00
6565-0000	Pest Control - Common	1,672.00	1,666.67	-5.33	7,337.40	8,333.35	995.95	20,000.00
	TOTAL REPAIR & MAINT.	23,948.74	9,208.34	-14,740.40	75,515.67	46,041.70	-29,473.97	110,500.00
UTILITIES								
6576-0000	Electricity	131.00	175.00	44.00	655.00	875.00	220.00	2,100.00
6577-0000	Electricity Ponds - Common	366.00	458.33	92.33	1,830.00	2,291.65	461.65	5,500.00

		MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual
6580-0000	Electricity Stream - Common	552.00	700.00	148.00	2,760.00	3,500.00	740.00	8,400.00
6595-0000	Telephone Caretaker	101.84	125.00	23.16	1,001.50	625.00	-376.50	1,500.00
	TOTAL UTILITIES	1,150.84	1,458.33	307.49	6,246.50	7,291.65	1,045.15	17,500.00
	RV LOT EXPENSES							
6640-0000	Repair & Maintenance - RV Lot	290.70	291.67	0.97	868.41	1,458.35	589.94	3,500.00
6690-0000	Electricity - RV Lot	69.00	70.83	1.83	345.00	354.15	9.15	850.00
	TOTAL OPERATING EXPS-RV LOT	359.70	362.50	2.80	1,213.41	1,812.50	599.09	4,350.00
	RECREATION CENTRE - COMMON							
6710-0000	Bldg Repair & Maint-Rec Centre	495.57	1,666.67	1,171.10	14,234.44	8,333.35	-5,901.09	20,000.00
6712-0000	Equip. Rep. & Maint.-Clubhouse	1,244.73	2,083.33	838.60	7,833.41	10,416.65	2,583.24	25,000.00
6715-0000	Lock Up Costs - Rec. Centre	180.00	416.67	236.67	880.00	2,083.35	1,203.35	5,000.00
6720-0000	Guest Suites Telephone-Rec Cen	0.00	58.33	58.33	0.00	291.65	291.65	700.00
6725-0000	Exercise Equip R & M-Rec Centr	0.00	1,000.00	1,000.00	716.80	5,000.00	4,283.20	12,000.00
6730-0000	Workshop R & M-Rec. Centre	14.55	83.33	68.78	106.95	416.65	309.70	1,000.00
6735-0000	Pool Repair & Maint.-Rec. Cent	952.01	2,500.00	1,547.99	3,969.29	12,500.00	8,530.71	30,000.00
6740-0000	Pool Supplies & Chemicals-Rec.	1,214.88	541.67	-673.21	3,209.19	2,708.35	-500.84	6,500.00
6750-0000	Cleaning Supplies-Rec. Centre	404.79	333.33	-71.46	1,235.70	1,666.65	430.95	4,000.00
6755-0000	Window & Carpet Cleaning-Rec.	0.00	83.33	83.33	0.00	416.65	416.65	1,000.00
6764-0000	Electricity - Rec. Centre	1,741.00	1,875.00	134.00	8,705.00	9,375.00	670.00	22,500.00
6765-0000	Gas - Rec. Centre	1,177.32	1,666.67	489.35	5,081.74	8,333.35	3,251.61	20,000.00
	TOTAL OPER. EXPS-REC. CENTRE	7,424.85	12,308.33	4,883.48	45,972.52	61,541.65	15,569.13	147,700.00
	SALARIES & BENEFITS							
6820-0000	Caretaker Salary and Benefits	2,775.80	5,666.67	2,890.87	25,144.14	28,333.35	3,189.21	68,000.00
6830-0000	Caretaker Assistant Wages	1,710.00	2,000.00	290.00	8,370.00	10,000.00	1,630.00	24,000.00
6865-0000	R. C. Janitor Wages and Ben.	1,834.94	2,500.00	665.06	10,211.79	12,500.00	2,288.21	30,000.00
6875-0000	Payroll Costs	594.23	1,250.00	655.77	4,214.04	6,250.00	2,035.96	15,000.00
6890-0000	Workers Compensation Board	0.00	83.33	83.33	52.50	416.65	364.15	1,000.00
	TOTAL SALARIES & PAYROLL COSTS	6,914.97	11,500.00	4,585.03	47,992.47	57,500.00	9,507.53	138,000.00
	OFFICE EXPENSES							
6910-0000	Equipment Rep. & Maint.-Office	0.00	83.33	83.33	415.67	416.65	0.98	1,000.00
6915-0000	Supplies	683.95	91.67	-592.28	1,067.34	458.35	-608.99	1,100.00
6920-0000	Telephone & Cable - Office	417.48	416.67	-0.81	2,087.40	2,083.35	-4.05	5,000.00
	TOTAL OFFICE EXPENSES	1,101.43	591.67	-509.76	3,570.41	2,958.35	-612.06	7,100.00
	ADMINISTRATION							
6970-0000	AGM Expenses - Admin.	0.00	666.67	666.67	7,100.23	3,333.35	-3,766.88	8,000.00
6975-0000	Council Expenses - Admin.	0.00	250.00	250.00	110.72	1,250.00	1,139.28	3,000.00
6980-0000	Legal Expenses	498.75	333.33	-165.42	-984.56	1,666.65	2,651.21	4,000.00
6983-0001	Records storage	0.00	20.83	20.83	0.00	104.15	104.15	250.00
6984-0000	Postage and Printing	809.82	1,166.67	356.85	6,894.65	5,833.35	-1,061.30	14,000.00
6985-0000	Insurance Appraisal	0.00	100.00	100.00	0.00	500.00	500.00	1,200.00
6990-0000	Insurance Premiums	25,214.25	25,214.25	0.00	126,071.25	126,071.25	0.00	302,571.00
6992-0000	Insurance Carrying Charges	486.35	483.33	-3.02	2,431.75	2,416.65	-15.10	5,800.00
7000-0000	Management Fees	7,968.75	8,500.00	531.25	39,843.75	42,500.00	2,656.25	102,000.00
7010-0000	Property Taxes - Admin.	0.00	50.00	50.00	550.71	250.00	-300.71	600.00
7020-0000	Security - Admin.	0.00	83.33	83.33	0.00	416.65	416.65	1,000.00
7023-0000	Emergency Preparedness	0.00	208.33	208.33	620.86	1,041.65	420.79	2,500.00
7025-0000	Bank Charges	13.00	16.67	3.67	80.00	83.35	3.35	200.00
7030-0000	Strata Web Site	0.00	33.33	33.33	58.41	166.65	108.24	400.00
7050-0000	Miscellaneous	0.00	0.00	0.00	0.82	0.00	-0.82	0.00
7051-0000	Statutory Financial Review	0.00	83.33	83.33	253.05	416.65	163.60	1,000.00
7051-0500	Contingency Transfer	13,741.83	13,741.83	0.00	68,709.15	68,709.15	0.00	164,902.00
	TOTAL ADMINISTRATION EXPENSES	48,732.75	50,951.90	2,219.15	251,740.79	254,759.50	3,018.71	611,423.00
	TOTAL COMMON EXPENSES	104,333.28	110,131.07	5,797.79	527,163.90	550,655.35	23,491.45	1,321,573.00
	TOTAL EXPENSES	134,233.78	142,422.74	8,188.96	703,896.14	712,113.70	8,217.56	1,709,073.00
	NET INCOME (LOSS)	786.41	0.01	786.40	7,113.18	0.05	7,113.13	0.00
	REVENUE UTILITIES							
	REVENUE - APARTMENT UTILITIES							
9260-0000	Utilities Income - Apts.	9,875.50	9,875.50	0.00	49,377.50	49,377.50	0.00	118,506.00
9262-0000	Utilities Interest Income	189.80	166.67	23.13	937.51	833.35	104.16	2,000.00
9264-0000	Prior Year Surplus (Deficit)	0.00	0.00	0.00	69,494.49	69,494.00	0.49	69,494.00
	TOTAL APARTMENT UTILITIES	10,065.30	10,042.17	23.13	119,809.50	119,704.85	104.65	190,000.00
	UTILITY EXPENSES							
	ELECTRICITY - APARTMENTS							
9360-0000	Electricity Kens & Mayfair	2,219.00	2,500.00	281.00	11,095.00	12,500.00	1,405.00	30,000.00
9365-0000	Electricity Windsor	1,463.00	1,666.67	203.67	7,315.00	8,333.35	1,018.35	20,000.00
	TOTAL ELECTRICITY - APART.	3,682.00	4,166.67	484.67	18,410.00	20,833.35	2,423.35	50,000.00

	MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual
GAS - APARTMENTS							
9410-0000 Gas - Mayfair	982.41	2,500.00	1,517.59	8,474.11	12,500.00	4,025.89	30,000.00
9420-0000 Gas - Kensington	3,587.00	4,583.33	996.33	16,651.00	22,916.65	6,265.65	55,000.00
9430-0000 Gas - Windsor	1,337.85	4,583.33	3,245.48	13,493.02	22,916.65	9,423.63	55,000.00
TOTAL GAS - APARTMENTS	5,907.26	11,666.66	5,759.40	38,618.13	58,333.30	19,715.17	140,000.00
TOTAL UTILITIES - APARTMENT	9,589.26	15,833.33	6,244.07	57,028.13	79,166.65	22,138.52	190,000.00
NET INCOME (LOSS) UTILITIES	476.04	-5,791.16	6,267.20	62,781.37	40,538.20	22,243.17	0.00
REVENUE - WATER INCOME							
9650-0000 Water - Apartments	5,562.92	5,562.92	0.00	27,814.60	27,814.60	0.00	66,755.00
9700-0000 Water - Townhouses	8,170.50	8,170.50	0.00	40,852.50	40,852.50	0.00	98,046.00
9725-0000 Water - Interest Income	330.85	250.00	80.85	1,514.54	1,250.00	264.54	3,000.00
9745-0000 Prior Year Surplus (Deficit)	0.00	0.00	0.00	62,199.23	62,199.00	0.23	62,199.00
TOTAL WATER INCOME	14,064.27	13,983.42	80.85	132,380.87	132,116.10	264.77	230,000.00
WATER EXPENSE							
9850-0000 Water Usage	19,166.67	19,166.67	0.00	98,995.63	95,833.35	-3,162.28	230,000.00
TOTAL WATER	19,166.67	19,166.67	0.00	98,995.63	95,833.35	-3,162.28	230,000.00
NET INCOME (LOSS) WATER	-5,102.40	-5,183.25	80.85	33,385.24	36,282.75	-2,897.51	0.00



SEPTEMBER

Chelsea Gardens Event Calendar

UPCOMING EVENTS AT A GLANCE

Sept 13
@ 7:00
Movie Night

Sept 18
@ 4:30
Corn Dinner
(see poster)

NOTE:
For calendar
changes, contact
Linda Hart

Lindahart304@gmail.com
Or call 778-928-3846

SUN	MON	TUE	WED	THU	FRI	SAT
		1 Pool Exercises 9:00 Bridge 6:30 Poker Pool 7:00	2 Pool Exercises 9:00 Coffee 9:15 ☕ Poker 6:00 Whist 6:30	3 Pool Exercises 9:00 Euchre 7:00	4 Pool Exercises 9:00 BYOB Pub Night	5
6	7 Pool Exercises 9:00 Craft & Chat 1:00 Ladies Pool 6:00 Canasta 6:30	8 Pool Exercises 9:00 Bridge 6:30 Poker Pool 7:00	9 Pool Exercises 9:00 Coffee 9:15 ☕ Poker 6:00 Whist 6:30	10 Pool Exercises 9:00 Euchre 7:00	11 Pool Exercises 9:00 BYOB Pub Night	12
13 	14 Pool Exercises 9:00 Craft & Chat 1:00 Ladies Pool 6:00 Canasta 6:30 Choir 7:00	15 Pool Exercises 9:00 Bridge 6:30 Bible Study 7:00 Poker Pool 7:00	16 Pool Exercises 9:00 Coffee 9:15 ☕ Poker 6:00 Whist 6:30	17 Pool Exercises 9:00 Euchre 7:00	18 Pool Exercises 9:00 Corn Dinner (Cash Bar) 	19
20	21 Pool Exercises 9:00 Craft & Chat 1:00 Ladies Pool 6:00 Canasta 6:30 Choir 6:30	22 Pool Exercises 9:00 Bridge 6:30 Bible Study 7:00 Poker Pool 7:00	23 Pool Exercises 9:00 Coffee 9:15 ☕ Poker 6:00 Whist 6:30	24 Pool Exercises 9:00 Euchre 7:00	25 Pool Exercises 9:00 BYOB Pub Night	26
27	28 Pool Exercises 9:00 Craft & Chat 1:00 Ladies Pool 6:00 Canasta 6:30 Choir 6:30	29 Pool Exercises 9:00 Bridge 6:30 Bible Study 7:00 Poker Pool 7:00	30 Pool Exercises 9:00 Coffee 9:15 ☕ Poker 6:00 Whist 6:30			