



MONTHLY COUNCIL MEETING MINUTES

Tuesday, June 24, 2025

LOCATION/TIME - 1:00PM LIBRARY

Council:, Ron Plankeel, Paul Kavanagh, Cathy Maxwell, Marilyn Hunter
Strata Mgt: Jesse Train

Regrets: Paul Dhaliwal, Bob Hyde

STRATA COUNCIL - 2025/2026

EXECUTIVES

Bob Hyde - T102
Paul Kavanagh - T164
Cathy Maxwell - T166
Paul Dhaliwal - T172
Marilyn Hunter - T168
Ron Plankeel - T272

Non-Council Assignments:

Zenon Jalbert - T202
Marilyn Thomas - T168
Marie Steen - T177
Doug McLeod - M302
Norm Reid - T302
Mike Maxwell - T166
Ashley Orton - T243

COMMITTEE ASSIGNMENTS

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

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

CARETAKERS

Don Kendall Hours: 7:00 AM-3:30 PM- weekdays
Marie Orton -Weekends On Call, Office Monday, Thursday-Saturday 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
Phone: (778) 578-4445 Fax: (778) 578-4447

EMERGENCY CONTACT 24 HOUR SERVICE (778) 578-4445

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

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

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

1) CALL TO ORDER – 1:00 PM

2) ADOPTION OF PREVIOUS MINUTES

It was **MOVED, SECONDED and CARRIED** to approve the minutes from June 3, 2025, Council Meeting.

3) CARETAKER REPORT – Don submitted a Caretaker Report to Council.

4) FINANCIAL REPORT – Bob Hyde and Paul Kavanagh –

OPERATIONS BUDGET

The financial report for the period ending May 31, 2025, was presented to Council. After three months of operations we are showing a surplus of \$84,308 which is about \$29,700 over budget. We anticipate the surplus being reduced over the coming months as more repairs and maintenance activities are undertaken.

Owners should be aware that the fiscal year of Chelsea Gardens runs from March 1st to February 28th. As we hold the Annual General Meeting in April and only at that time approve an operating budget, the strata fees collected for the months of March and April are at the previous year's level. The catchup adjustment is reflected in the May strata fee revenue numbers.

As a result of the new budget passed at the AGM owners will see no change in their strata fees related to operations. However, there will be an increase in the CRF component, as well as the cost of water. Your strata fee payment in May was distorted as it included the fee changes approved at the AGM.

Operations

Revenue

- Year-to-date revenue is essentially in line with budget with some minor offsetting variances across the revenue accounts.

Expenses

- Condo specific expenses are higher than budget for the month of May and on a year-to-date basis. Building maintenance was higher than budget due to the timing of the dryer vent cleaning and repairs to interior damage caused by leaks in one of the roofs. Equipment maintenance was higher than budget due to the timing of the vertical and horizontal drain cleaning and repairs to the fire sprinkler system.
- Townhouse specific expenses are higher than budget for the month but are under budget on a year-to-date basis. The extra spending in May which occurred in building maintenance was due to the timing of the dryer vent cleaning and repairs to interior damage caused by leaks in several townhouse roofs.
- Most common expense categories are below budget in the month and for the year-to-date period. In total common expenses are about \$32,900 below budget on a year-to-date basis.
- Certain individual accounts were above budget in the month.
 - Plant Replacement and Improvements due to testing micro clover on several lawns and the cost of the city trees and lawns cutting permit.
 - Equipment R&M due to the timing of the annual waterline blowback testing that cost \$6,358.
 - Pool R&M due to the crack repair and painting of the pool deck.
 - Assistant Caretaker Wages due to the additional time required to document all office procedures and prepare a part-time caretakers manual.

CONTINGENCY RESERVE FUND (CRF)

- Interest earned on investments and the contingency reserve bank account, to the end of May, is \$51,502. This includes interest earned on the maturity of our GIC's.

- Expenditures to date total \$31,421 of which \$19,889 related to the emergency replacement of the water boiler in the Windsor condo building. This replacement was not budgeted.

5) **BUSINESS ARISING FROM PREVIOUS MINUTES**

- a) **PAINTING PROJECT** – Residents need to contact NOVA with any questions, concerns or scheduling updates, please contact Site Foreman: Ali 778-883-3623 or Project Manager: Shawn 778-836-3940.
- b) **Electrical Planning Report (EPR) and EV Ready Plan** – the draft report has been completed. There are a few more questions that Council has on this report.
- c) **Auto Air Vents** – Starting on July 8th, 2025 the auto air vents will be replaced in the townhouse units.
Auto air vents are valves that are located on the heating control panel in every upper townhouse unit. These panels are in either the hallway closet at the top of the stairs or pantry area. Clear access to this area is required.

Access to all upper townhouse units is required on the corresponding days listed below from 9:00AM to 5:00PM:

July 8 – Units 101-152
 July 10 – Units 153-202
 July 15 – Units 203-252
 July 17 – Units 253-302
 July 22 – Units 303-334

- d) **Residents Manual Update** – Wendy McHale, Georgina Ooms and Linda Smith have volunteered to work on the resident manual update.
- e) **Depreciation Report** – JRS Engineering is in the process of updating the Depreciation Report.
- f) **Resident Caretaker Position** – Council received two applications; both are not residents of Chelsea Gardens. We have three residents who are currently interested; however, the scope of work would needed to be amended. The council believes that the position could be filled with three different individuals with minimal daily time commitments.
Position 1: A person to be able to do the daily morning walking of the entire complex and apartment buildings to check for any issues, clean and do the pool/spa readings. This position would require time from 6:30AM – 9:00AM – Thursday – Monday. (This person would need to get their swimming pool course through Fraser Health)
Position 2: A person that would do office work from 11:00AM – 1:00PM – Thursday to Monday.
Position 3: Nighttime Lock up of the clubhouse for 10:00PM – we currently have two residents that are doing this and if we have more we could have this position covered through volunteers.
- g) **Trash or Treasure Day** – The weather was unfortunate, however, there was no issues with extra dumping done. Thank you Residents.
- h) **Access Control System** – The security team will be composing a proposal to bring forward for the AGM in 2026.
- i) **Drainage for Landscaping** – Crush has completed 50% of the exterior drainage maintenance. The other half of the complex will be completed in 2026.
- j) **Fence Behind Windsor** – The broken fence behind the Windsor will be repaired by Jeff Morin.
- k) **Fence Behind Bottom Row Townhouses** – It was **MOVED, SECONDED and CARRIED** to approve the quote to re-stain the bottom row fence that was done roughly 5 years ago. Minor repairs will be completed as well.
- l) **Irrigation backflow warranty issues** – Crush was out to deal with extra repairs required on the backflow preventer valves for the irrigation.
- m) **Speed Signs** – The signs that have been completed are sufficient at this time.
- n) **Brick Pavers** – Don is working with staff to get the brick pavers completed.
- o) **Fire Safety Quotes** – Further Fire Safety quotes will be obtained from Community Fire and Radius Fire Protection.

6) 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.

- A complaint was received about damaged lawns from the roofing company; Council will review these areas with the roofing company to have the lawns restored.
- It was reported that someone dumped garbage in a visitor parking spot, we are unsure if this was a resident or not.
- A complaint was received about tree branches blocking the pedestrian light at corner of 138th and 70th. The Arborist have trimmed back these branches.
- A complaint was submitted indicating that the tree in front of the Windsor had not been trimmed sufficiently. However, the arborist indicated that the aesthetics of the tree would be reduced by doing extra trimming. Members of council went and reviewed the tree after the complaint was received, and it was determined that further trimming may be possible. It was agreed to have the arborist review this again the next time they are on site.
- Several complaints were submitted about multiple Canadian flags being hung by residents. This is discussed later in the minutes.
- A complaint was received about a leaf blower being used during quiet hours.

7) COMMITTEE REPORTS

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

CONDOMINIUMS –

- No Report.

TOWNHOUSES –

- Roofing is complete.
- Painting and cleaning are coming this summer.

CLUBHOUSE/POOL/GUEST SUITES/GYM –

- **CLUBHOUSE:**
 - One Library table and 6 chairs have arrived and the other table and chairs will be on back order for a month. Of course they were purchased on sale which speeded up the process a bit. Approximate cost to be around \$4,400.00.
 - Bird spikes were added on the pool fence at the waterfall/ pond. This will prevent the bird streaks on the glass not only are unsightly but require entering the waterfall pond in order to clean. They are smaller and not as noticeable as other spikes.
 - There will be a replacement to the box over the spa maintenance area. Jeff will be attending to this as time allows.
 - I see that the social committee has also added seat pads to the Witcher chairs in the pool area. They look and feel great.
- **GYM:** A resident recently fell on the treadmill and was seriously injured. Residents are reminded that when using the treadmills and other equipment, all safety devices be utilized. If you are unsure of how to use the equipment, please ask for assistance. Discussion is ongoing about possible solutions to reducing the risk to all users.
- **GUEST SUITES:**
 - The rental rooms are still in progress and the crew seem to be pretty happy with the results so far.
 - The beds themselves appear to be in excellent condition and do not need replacing at this time.

- **POOL:** no report

PONDS AND FOUNTAINS –

- It was **MOVED, SECONDED and CARRIED** to approve the expense of up to \$500 to upgrade the reflection pond fountain.
- We finally have the Koi and turtle pond under control. New filters were added and the UV light replaced. This immediately fixed our clarity issue.
- The Wisteria has been moved farther away from the pond and tidied in order to paint the metal arches. This project is nearing completion and lights will be added around the pond hopefully before Canada Day.
- The reflection pond has been drained and the dolphins have been painted and refreshed. They look great!
- The front ponds have been drained to facilitate the new roof and refresh of our entry Chelsea arch feature.
- I have added a suggestion for replacement of a water feature for the reflection pond that will require council direction and approval.

LANDSCAPING –

- Aeration is not done this year.
- Moss control and fertilization for the lawns is done, with a second fertilizer in a few weeks.
- Final pruning is being done in the back areas.
- Country Tree Service will be pruning plants back from the buildings to prepare for washing and painting.

SAFETY AND SECURITY –

- The council will review the policies and procedures for the use of the gym.
- Due to a recent break-in, residents are reminded not to leave valuables in your vehicles, and make sure all doors to your vehicles are locked.
- The homeless population has been noted to be roaming in the property by taking bottles and cans on garbage days. It is encouraged to participate in the bi-monthly bottle/can collection that Chelsea does to help reduce the reason for these types of people coming through the property looking for recyclables.

IRRIGATION – Norm Reid –

- The system is up and operating.
- A quote will be obtained to rent the equipment to do the blow out of the irrigation system.
- Thanks Norm and crew for the work completed.

SOCIAL COMMITTEE – Linda Hart

- No Report

ADMINISTRATION –

- **Resident Caretaker Position** – Council received two applications; both are not residents of Chelsea Gardens. We have three residents who are currently interested; however, the scope of work would needed to be amended. The council believes that the position could be filled with three different individuals with minimal daily time commitments.
- **Position 1:** A person to be able to do the daily morning walking of the entire complex and apartment buildings to check for any issues, clean and do the pool/spa readings. This position would require time from 6:30AM – 9:00AM – Thursday – Monday. (This person would need to get their swimming pool course through Fraser Health)
- **Position 2:** A person that would do office work from 11:00AM – 1:00PM – Thursday to Monday.
- **Position 3:** Nighttime Lock up of the clubhouse for 10:00PM – we currently have two residents that are doing this and if we have more we could have this position covered through volunteers.

RV LOT – Marilyn Thomas

- No Report

ROOFING COMMITTEE –

- The Townhouse Roof Replacement Project is complete. A closing meeting is scheduled for June 25th with the contractor and roofing consultant to review any outstanding issues. The council will provide owners with an accounting of the final project costs in the July Council minutes.

CAPITAL PROJECTS COMMITTEE –

The Capital Works Committee (the “CWC”) is currently providing oversight on the painting and gate structures projects.

Painting Project:

- Approved budget of \$700,000.
- Pre-job meeting held June 2, 2025 with the Nova Painting project managers to review the scope and site requirements.
- Work as commenced on the clearing of tree limbs and shrubs to allow access to buildings and the perimeter wall.
- The work is divided into three phases with the first phase commencing on June 25th. The project should be completed in 8 to 10 weeks, weather permitting.
- Painting of the Condo buildings and Townhouses will happen concurrently.
- The project start-up notice and plan have been distributed online to residents and posted in the buildings.

Refurbish Gate Structures:

- Approved budget of \$145,000.
- The general contractor, Flynn Group of Companies commenced work on June 2nd with the removal of old roofing materials. The estimated cost of Flynn’s work is \$110,651.
- Flynn noted that the seams in the metal roofs on the gate structures were not sealed properly when originally installed. Portions of the Condo roofs also have the same metal roofing material. Council directed Flynn to check and properly seal the Condo metal roofs.
- Due to the extent of damage caused by water infiltration a second contractor, Bolduc Contracting, has been engaged to carry out the required structural and stucco repairs. The preliminary cost estimate for these repairs is \$17,920. Buldoc is providing daily updates as the work progresses.
- Residents are reminded to be careful and follow direction from the crews on site as they exit through the front and east gates.

INVESTMENT COMMITTEE – No Report

EMERGENCY PREPAREDNESS – Doug McLeod – attached

PEST COMMITTEE –

Currently the pest situation is doing much better. Thank you to Marie for all the hard work put forward for the pest situation.

To help control mice issues it is recommended by Orkin to:

1. Keep all garbage in containers with tight-fitting lids
2. Remove any food outside:
 Don’t feed stray or wild animals
3. Clean up any leftover food after your pet is done eating
4. Clean up pet waste
5. Keep food prep and storage areas clean:
 Store dry goods and dry pet food in hard-walled containers with tight-fitting lids
 Avoid leaving produce out. Keep it in the refrigerator
6. Eliminate water sources:
 Fix leaky taps, sweating pipes and open drains

8) **NEW BUSINESS**

- a) **Water Meter** – There is no further update on water meter at the east gate.
- b) **Window Quote** – It was **MOVED, SECONDED and CARRIED** to approve the quotes to replace 11 window seals.
- c) **Pool Rumba Vacuum** – Quotes will be obtained to purchase a pool vacuum robot/rumba.
- d) **Flag Bylaw** – Canada Day is coming, and it is great to see the patriotism of how many Canadian flags and decorations are out at this time. A reminder of the bylaws of Chelsea Gardens to make sure that the decorations and flags comply with the Chelsea Gardens bylaws after July 7th 2025.

(5) (a) No laundry, clothing, bedding or non-decorative items shall be hung from, stored on, or displayed from windows, decks, patios, or other parts of the strata lot such that they are visible from the outside of the building. Outdoor patio furniture is allowed on patios and balconies. Canadian and Province of BC flags that are of reasonable size (not to exceed 2' X 4') and in good condition are exempt. provided that the attachment of any item does not compromise the building envelope.

(b) Other than during the period of one week before and one week after Canada Day and/or BC Day, flags shall not be displayed off balcony railings and shall be displayed as intended (i.e. Not upside-down, deliberately sideways, ragged, torn or excessively faded). Other than during the week before and week after Canada Day and BC Day, each Strata Lot is restricted to display up to a maximum of one flag and the flag should not exceed two feet in width by four feet in length. Owners are responsible for damage to the building envelope. During the one week before and one week after Canada Day and BC Day, there will be no restriction on the quantity and location of these flags.

- e) **Improper Trash Compactor Use** – A suitcase and a cabinet that had been broken down was put in the trash compactor, which would have led to extensive damage to the trash compactor. Luckily a resident noticed and removed the items before any damage could be inflicted on the compactor. We have this person on video and photos. This person should step forward and reach out to Council and identify who they are. Failure may lead to posting photos.
- f) **Lawyer Letter** – It was **MOVED, SECONDED and CARRIED** to hiring a lawyer to compose a letter to go to a resident.

g) **Water Restrictions:** As per the City of Surrey **OUTSIDE WATERING LIMITATIONS**

From May 1 to October 15 each year, Surrey imposes outdoor watering restrictions. We are currently at Stage 1. During Stage 1 the following is permitted:



An automatic shut-off device (spray nozzle) is required on hoses for all watering and washing activities.



Lawn watering: By sprinkler, Saturday from 5 am to 7 am. By handheld hose, Saturday from 6 am to 9 am.



Flowers, planters, shrubs, and trees watering any day from 5 am to 9 am if using a sprinkler, or any day at any time if using a handheld hose, soaker hose, water container, or drip irrigation.



Watering vegetable gardens anytime.



Washing a car or a boat any day at any time with a handheld hose on gravel area or paved area where wash water cannot enter any stormwater drains. We recommend using a commercial car wash which uses less water and treat the waste water.



Washing or pressure washing outdoor surfaces any day at any time with a handheld hose or pressure washer.



Filling or topping up a pool, hot tub, ornamental fountain or water feature.

ADJOURNMENT :The meeting was adjourned at 3:40PM The next Council meeting is July 29th, 2025.

CHELSEA GARDENS EMERGENCY PREPAREDNESS



JULY 2025

PERSONAL EMERGENCY PREPAREDNESS

Emergencies can happen at anytime, many without any warning. These include (but are not limited to): earthquakes, fires, severe weather events, gas leaks, floods, power outages, civil disturbances, motor vehicle accidents, active shooters, medical distress, etc.

On average, there are several thousand earthquakes recorded in B.C. annually, of which approximately 50 earthquakes are felt. Earthquakes that are strong enough to cause structural damage occur once per decade, on average, and seismologists warn that a 7.0+ mega-quake is not just possible – it's overdue. The most at-risk regions of B.C. are along the west coast where the threat of a destructive tsunami is also very real.

For the safety of all in your home, and to protect property as much as possible, it is critical that you make preparations in advance to have the resources available and the procedures defined and practiced in order to respond effectively to the emergency situation.

This should include a Grab 'n Go Emergency Kit that will help you to endure the situation for 3 days or more out of your home, and without access to normal resources. Kit contents may include water, non-perishable food, first-aid supplies, essential medications, toilet paper and heavy-duty garbage bags, flashlight, portable radio, extra batteries, cell phone charger, writing paper and pens/markers, emergency contact lists, cash and pet supplies. Scan or take pictures of all your valuable papers along with all your personal pictures/videos, computer files, store them to a miniature computer storage device and keep this in your emergency kit.

Emergency contact lists (cell phone lists and paper copies) should include family and close friends, doctors, veterinarians, pharmacies, medical resource suppliers (e.g. oxygen, mobility devices, ostomy products, etc.), caregivers, insurance agents, lawyers, municipal services, etc.

Emergency evacuation procedures have been distributed to residents. Condo Building Captains and Floor Captains can assist you to understand these procedures and Townhouse Zone Captains/Assistants can assist townhouse residents with their evacuation procedures.

The last thing we want to be thinking about after an emergency is all of the things we should have done before the event to minimize or prevent the actual consequences that resulted because we failed to plan effectively.

DID YOU KNOW?

It's a good idea to keep a kitchen fire extinguisher or fire blanket nearby in case of kitchen fire or other small electrical fires. These can be purchased from Canadian Tire, Amazon or other retailers. If you have a fire extinguisher test it regularly (according to manual) and replace after 8-10 years.

Our community is always changing: residents move out and others move in, some decline in capability with time, and others have changes in personal priorities. Thus, volunteers leave the program. We will always need more volunteers to ensure our emergency response is effective. If you are interested in contributing to your community in a very positive way, contact the Emergency Program Leader, Doug McLeod, at kdmcleod@telus.net, or 778.591.3999.



Painting Notice

ATTN: Residents of CHELSEA GARDENS

Nova Painting and Restoration Inc. will be preparing and painting the exterior of your unit. This work will commence:

Please do the following to ensure that your personal belongings are protected:

- Remove all personal items away from exterior surfaces being painted, and to provide safe access to your balcony.
- Cover items that cannot be moved or stored away
- Close windows/doors when our crew is working around your unit
- Be cautious of work areas, equipment and signage

Our workers may be on site Monday to Saturday between the hours of 7:00am to 7:00pm

Please direct all questions and concerns regarding this project to Project Manager, Shawn Sivan, at shawn@novapainting.ca, or 778-836-3940

Balance Sheet (Accrual)
CHELSEA - Operations - 02 (lms1416)
May 2025

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	221,081.83
1025-0120	Bank - Roof Replacement	19,403.11
1025-0121	Bank - Roofing Levy Holdback	398,079.02
1027-0000	Bank - Water Surcharge	87,424.26
1028-1300	Bank - Golf Tournament Funds	3,616.17
1029-0000	Bank - Apt Utilities	42,491.20
1030-0000	Bank - Exercise Room	1,412.84
1040-0000	Bank - Social Committee	6,682.33
1200-0000	Prepaid Insurance	78,836.19
1205-0000	Prepaid Expenses	2,205.00
1300-0000	Accounts Receivable	11,908.13
1301-0002	A/R - Roof Replacement	1,131,005.03
	TOTAL ASSETS	2,004,362.46

LIABILITIES

2010-0000	Accounts Payable	20,515.63
2014-0000	Accrued Water & Sewer	67,500.00
2017-0000	Social Committee Fund	6,682.33
2018-0000	Exercise Room	1,412.84
2019-0000	Golf Tournament Fund	3,616.17
2035-0000	Security Deposits	300.00
2040-0016	Due to Contingency from Levy	118,235.33
2170-0000	Vacation Payable	8,009.26
2250-0000	Pre-Paid Fees	1,274.54
	TOTAL LIABILITIES	227,546.10

OWNERS EQUITY

RESERVES

3479-0015	ROOF REPLACEMENT	
3479-0016	Roof Replacement Levy	2,587,342.86
3479-0017	Roof Replacement CRF Contribution	2,590,000.00
3479-0018	Roof Replacement Expenses	-4,145,170.05
3479-0019	Roof Replacement Holdback	398,079.02
3479-0020	ROOF REPLACEMENT TOTAL	1,430,251.83
3500-0000	Net Income - Prior Years	199,840.30
3510-0000	Net Income - Current Year	84,308.77

DATE: JUN. 18 / 2025
ACCOUNTANT: 
PROPERTY MANAGER: _____

3510-2000

Net Income - Utilities

42,491.20

3510-3000

Net Income - Water & Sewer

19,924.26

TOTAL OWNERS' EQUITY

1,776,816.36

TOTAL LIABILITIES AND EQUITY

2,004,362.46

Budget Comparison (Accrual) CHELSEA - Operations - 02 (lms1416) May 2025

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	72,228.46	71,905.33	323.13	216,685.38	215,715.99	969.39	862,864.00
4012-0000	CRF Strata Fees - Apartments	-21,878.17	-21,878.17	0.00	-65,634.51	-65,634.51	0.00	-262,538.00
4015-0000	Parking,Scooter & EV Parking	606.00	625.00	-19.00	1,568.00	1,875.00	-307.00	7,500.00
4022-0000	Move in/out	0.00	166.67	-166.67	0.00	500.01	-500.01	2,000.00
4025-0000	Prior Year Surplus (Deficit)	9,089.17	9,089.17	0.00	27,267.51	27,267.51	0.00	109,070.00
	TOTAL	60,045.46	59,908.00	137.46	179,886.38	179,724.00	162.38	718,896.00
4030-0000	Strata Fees	135,544.08	135,544.08	0.00	406,632.24	406,632.24	0.00	1,626,529.00
4032-0000	CRF Strata Fees - Townhomes	-47,598.50	-47,598.50	0.00	-142,795.50	-142,795.50	0.00	-571,182.00
4037-0000	Prior Year Surplus	12,412.83	12,412.83	0.00	37,238.49	37,238.49	0.00	148,954.00
	TOTAL	100,358.41	100,358.41	0.00	301,075.23	301,075.23	0.00	1,204,301.00
OTHER								
4040-0000	Rental - Fireside Lounge	100.00	83.33	16.67	250.00	249.99	0.01	1,000.00
4045-0000	Rental - Caretaker Suite	600.00	550.00	50.00	1,200.00	1,650.00	-450.00	6,600.00
4050-0000	Rental - Guest Suites	1,450.00	833.33	616.67	2,400.00	2,499.99	-99.99	10,000.00
4055-0000	R.V. Parking	975.00	833.33	141.67	2,966.94	2,499.99	466.95	10,000.00
4062-0000	Dish and Cutlery Rental	0.00	8.33	-8.33	0.00	24.99	-24.99	100.00
4065-0000	Interest Income	860.83	708.33	152.50	2,749.35	2,124.99	624.36	8,500.00
4066-0000	Remote Control Sale	320.00	200.00	120.00	940.00	600.00	340.00	2,400.00
4084-0000	Keys	10.00	0.00	10.00	40.00	0.00	40.00	0.00
	TOTAL OTHER	4,315.83	3,216.65	1,099.18	10,546.29	9,649.95	896.34	38,600.00
	TOTAL INCOME	164,719.70	163,483.06	1,236.64	491,507.90	490,449.18	1,058.72	1,961,797.00
EXPENSES								
6030-0000	Apt Janitor/Contract Services	2,347.76	2,666.67	318.91	7,043.28	8,000.01	956.73	32,000.00
6208-0000	Building Maint. - Apartments	6,100.49	3,750.00	-2,350.49	17,253.99	11,250.00	-6,003.99	45,000.00
6215-0000	Equipment Maint.-Apartments	13,970.53	5,416.67	-8,553.86	20,793.64	16,250.01	-4,543.63	65,000.00
6268-0050	Elevator Maint. - Apartments	238.10	1,875.00	1,636.90	5,069.70	5,625.00	555.30	22,500.00
6275-0000	Gate & Door Maint. - Apartment	0.00	416.67	416.67	0.00	1,250.01	1,250.01	5,000.00
6279-0000	Garbage Pick-up - Apts.	2,650.79	2,333.33	-317.46	6,902.94	6,999.99	97.05	28,000.00
	TOTAL EXPS. BEFORE UTILITIES	25,307.67	16,458.34	-8,849.33	57,063.55	49,375.02	-7,688.53	197,500.00
TOWNHOUSE EXPENSES								
6315-0000	Building Maint. - Townhomes	10,611.86	5,833.33	-4,778.53	15,663.25	17,499.99	1,836.74	70,000.00
6320-0000	Garbage Pick-up - Townhomes	5,752.09	6,666.67	914.58	18,416.69	20,000.01	1,583.32	80,000.00
	TOTAL OPERATING EXPS. - T.H.	16,363.95	12,500.00	-3,863.95	34,079.94	37,500.00	3,420.06	150,000.00
COMMON EXPENSES								
LANDSCAPING & GROUNDS								
6415-0000	Landscape Contract	14,070.00	14,583.33	513.33	42,210.00	43,749.99	1,539.99	175,000.00
6425-0000	Drainage Repair & Maint-Ground	0.00	4,583.33	4,583.33	798.00	13,749.99	12,951.99	55,000.00
6435-0000	Plant Replacement & Imp-Ground	2,577.52	833.33	-1,744.19	3,401.70	2,499.99	-901.71	10,000.00
6440-0000	Irrigation System	0.00	541.67	541.67	40.77	1,625.01	1,584.24	6,500.00
6455-0000	Snow Removal	0.00	2,000.00	2,000.00	0.00	6,000.00	6,000.00	24,000.00
	TOTAL LANDS. & GROUNDS	16,647.52	22,541.66	5,894.14	46,450.47	67,624.98	21,174.51	270,500.00
REPAIR & MAINTENANCE- GENERAL								
6510-0000	Repair & Maintenance	-1,015.00	2,916.67	3,931.67	6,306.41	8,750.01	2,443.60	35,000.00
6515-0000	Equipment Rep. & Maint.-Common	6,424.82	1,250.00	-5,174.82	8,346.35	3,750.00	-4,596.35	15,000.00
6520-0000	Supplies Equipment - Common	97.44	1,250.00	1,152.56	2,852.42	3,750.00	897.58	15,000.00
6525-0000	Supplies Maintenance-Common	189.13	250.00	60.87	260.23	750.00	489.77	3,000.00
6535-0000	Enterphone and Security	70.51	500.00	429.49	474.48	1,500.00	1,025.52	6,000.00
6560-0000	Gate Repair & Maint. - Common	0.00	500.00	500.00	861.00	1,500.00	639.00	6,000.00
6565-0000	Pest Control - Common	1,185.05	1,666.67	481.62	3,081.13	5,000.01	1,918.88	20,000.00
	TOTAL REPAIR & MAINT.	6,951.95	8,333.34	1,381.39	22,182.02	25,000.02	2,818.00	100,000.00
UTILITIES								
6576-0000	Electricity	118.00	166.67	48.67	354.00	500.01	146.01	2,000.00

	MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual
6577-0000 Electricity Ponds - Common	365.00	416.67	51.67	1,095.00	1,250.01	155.01	5,000.00
6580-0000 Electricity Stream - Common	599.00	666.67	67.67	1,797.00	2,000.01	203.01	8,000.00
6595-0000 Telephone Caretaker	95.20	125.00	29.80	285.60	375.00	89.40	1,500.00
TOTAL UTILITIES	1,177.20	1,375.01	197.81	3,531.60	4,125.03	593.43	16,500.00
RV LOT EXPENSES							
6640-0000 Repair & Maintenance - RV Lot	0.00	208.33	208.33	204.75	624.99	420.24	2,500.00
6690-0000 Electricity - RV Lot	68.00	70.83	2.83	204.00	212.49	8.49	850.00
TOTAL OPERATING EXPS-RV LOT	68.00	279.16	211.16	408.75	837.48	428.73	3,350.00
RECREATION CENTRE - COMMON							
6710-0000 Bldg Repair & Maint-Rec Centre	0.00	750.00	750.00	4,014.44	2,250.00	-1,764.44	9,000.00
6712-0000 Equip. Rep. & Maint.-Clubhouse	336.00	2,083.33	1,747.33	2,783.31	6,249.99	3,466.68	25,000.00
6715-0000 Lock Up Costs - Rec. Centre	580.00	200.00	-380.00	1,560.00	600.00	-960.00	2,400.00
6725-0000 Exercise Equip R & M-Rec Centr	0.00	1,000.00	1,000.00	1,146.29	3,000.00	1,853.71	12,000.00
6730-0000 Workshop R & M-Rec. Centre	0.00	83.33	83.33	0.00	249.99	249.99	1,000.00
6735-0000 Pool Repair & Maint.-Rec. Cent	5,015.72	1,000.00	-4,015.72	7,658.31	3,000.00	-4,658.31	12,000.00
6740-0000 Pool Supplies & Chemicals-Rec.	0.00	458.33	458.33	902.41	1,374.99	472.58	5,500.00
6750-0000 Cleaning Supplies-Rec. Centre	38.06	208.33	170.27	302.32	624.99	322.67	2,500.00
6755-0000 Window & Carpet Cleaning-Rec.	0.00	83.33	83.33	0.00	249.99	249.99	1,000.00
6764-0000 Electricity - Rec. Centre	1,661.00	1,875.00	214.00	4,983.00	5,625.00	642.00	22,500.00
6765-0000 Gas - Rec. Centre	892.08	2,000.00	1,107.92	2,813.61	6,000.00	3,186.39	24,000.00
TOTAL OPER. EXPS-REC. CENTRE	8,522.86	9,741.65	1,218.79	26,163.69	29,224.95	3,061.26	116,900.00
SALARIES & BENEFITS							
6820-0000 Caretaker Salary and Benefits	5,202.21	5,666.67	464.46	15,864.47	17,000.01	1,135.54	68,000.00
6830-0000 Caretaker Assistant Wages	3,600.00	1,666.67	-1,933.33	3,600.00	5,000.01	1,400.01	20,000.00
6865-0000 R. C. Janitor Wages and Ben.	1,887.65	1,916.67	29.02	5,662.95	5,750.01	87.06	23,000.00
6875-0000 Payroll Costs	812.64	1,041.67	229.03	2,398.12	3,125.01	726.89	12,500.00
6890-0000 Workers Compensation Board	0.00	83.33	83.33	52.50	249.99	197.49	1,000.00
TOTAL SALARIES & PAYROLL COSTS	11,502.50	10,375.01	-1,127.49	27,578.04	31,125.03	3,546.99	124,500.00
OFFICE EXPENSES							
6910-0000 Equipment Rep. & Maint.-Office	227.38	83.33	-144.05	518.56	249.99	-268.57	1,000.00
6915-0000 Supplies	0.00	75.00	75.00	574.85	225.00	-349.85	900.00
6920-0000 Telephone & Cable - Office	439.50	375.00	-64.50	1,060.54	1,125.00	64.46	4,500.00
TOTAL OFFICE EXPENSES	666.88	533.33	-133.55	2,153.95	1,599.99	-553.96	6,400.00
ADMINISTRATION							
6970-0000 AGM Expenses - Admin.	0.00	666.67	666.67	3,693.72	2,000.01	-1,693.71	8,000.00
6975-0000 Council Expenses - Admin.	0.00	291.67	291.67	0.00	875.01	875.01	3,500.00
6980-0000 Legal Expenses	116.99	333.33	216.34	533.85	999.99	466.14	4,000.00
6984-0000 Postage and Printing	1,140.99	1,166.67	25.68	2,451.70	3,500.01	1,048.31	14,000.00
6985-0000 Insurance Appraisal	0.00	41.67	41.67	0.00	125.01	125.01	500.00
6990-0000 Insurance Premiums	51,532.92	51,532.92	0.00	154,598.76	154,598.76	0.00	618,395.00
6992-0000 Insurance Carrying Charges	906.79	906.75	-0.04	2,720.37	2,720.25	-0.12	10,881.00
7000-0000 Management Fees	7,408.34	7,666.67	258.33	22,225.02	23,000.01	774.99	92,000.00
7010-0000 Property Taxes - Admin.	547.00	62.50	-484.50	547.00	187.50	-359.50	750.00
7020-0000 Security - Admin.	0.00	83.33	83.33	0.00	249.99	249.99	1,000.00
7023-0000 Emergency Preparedness	405.16	250.00	-155.16	405.16	750.00	344.84	3,000.00
7025-0000 Bank Charges	20.50	16.67	-3.83	46.50	50.01	3.51	200.00
7030-0000 Strata Web Site	0.00	33.33	33.33	0.00	99.99	99.99	400.00
7050-0000 Miscellaneous	111.99	0.00	-111.99	111.99	0.00	-111.99	0.00
7051-0000 Statutory Financial Review	253.05	83.33	-169.72	253.05	249.99	-3.06	1,000.00
TOTAL ADMINISTRATION EXPENSES	62,443.73	63,135.51	691.78	187,587.12	189,406.53	1,819.41	757,626.00
TOTAL COMMON EXPENSES	107,980.64	116,314.67	8,334.03	316,055.64	348,944.01	32,888.37	1,395,776.00
TOTAL EXPENSES	149,652.26	145,273.01	-4,379.25	407,199.13	435,819.03	28,619.90	1,743,276.00
NET INCOME (LOSS)	15,067.44	18,210.05	-3,142.61	84,308.77	54,630.15	29,678.62	218,521.00
REVENUE UTILITIES							
REVENUE - APARTMENT UTILITIES							
9260-0000 Utilities Income - Apts.	13,306.33	13,306.33	0.00	39,918.99	39,918.99	0.00	159,676.00
9262-0000 Utilities Interest Income	147.70	166.67	-18.97	476.34	500.01	-23.67	2,000.00
9264-0000 Prior Year Surplus (Deficit)	0.00	0.00	0.00	45,323.82	45,324.00	-0.18	45,324.00
TOTAL APARTMENT UTILITIES	13,454.03	13,473.00	-18.97	85,719.15	85,743.00	-23.85	207,000.00
UTILITY EXPENSES							
ELECTRICITY - APARTMENTS							
9360-0000 Electricity Kens & Mayfair	2,255.00	2,750.00	495.00	6,765.00	8,250.00	1,485.00	33,000.00
9365-0000 Electricity Windsor	1,476.00	1,833.33	357.33	4,428.00	5,499.99	1,071.99	22,000.00
TOTAL ELECTRICITY - APART.	3,731.00	4,583.33	852.33	11,193.00	13,749.99	2,556.99	55,000.00
GAS - APARTMENTS							

	MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual
9410-0000 Gas - Mayfair	1,492.23	2,666.67	1,174.44	7,356.33	8,000.01	643.68	32,000.00
9420-0000 Gas - Kensington	4,484.00	5,000.00	516.00	13,452.00	15,000.00	1,548.00	60,000.00
9430-0000 Gas - Windsor	2,359.17	5,000.00	2,640.83	11,226.62	15,000.00	3,773.38	60,000.00
TOTAL GAS - APARTMENTS	8,335.40	12,666.67	4,331.27	32,034.95	38,000.01	5,965.06	152,000.00
TOTAL UTILITIES - APARTMENT	12,066.40	17,250.00	5,183.60	43,227.95	51,750.00	8,522.05	207,000.00
NET INCOME (LOSS) UTILITIES	1,387.63	-3,777.00	5,164.63	42,491.20	33,993.00	8,498.20	0.00
REVENUE - WATER INCOME							
9650-0000 Water - Apartments	8,160.58	8,160.58	0.00	24,481.74	24,481.74	0.00	97,927.00
9700-0000 Water - Townhouses	11,934.83	11,934.83	0.00	35,804.49	35,804.49	0.00	143,218.00
9725-0000 Water - Interest Income	249.39	208.33	41.06	782.18	624.99	157.19	2,500.00
9745-0000 Prior Year Surplus (Deficit)	0.00	0.00	0.00	26,355.85	26,355.00	0.85	26,355.00
TOTAL WATER INCOME	20,344.80	20,303.74	41.06	87,424.26	87,266.22	158.04	270,000.00
WATER EXPENSE							
9850-0000 Water Usage	22,500.00	22,500.00	0.00	67,500.00	67,500.00	0.00	270,000.00
TOTAL WATER	22,500.00	22,500.00	0.00	67,500.00	67,500.00	0.00	270,000.00
NET INCOME (LOSS) WATER	-2,155.20	-2,196.26	41.06	19,924.26	19,766.22	158.04	0.00

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 (lms1416c)
May 2025

Prepared For:
CHELSEA - Contingency - 02

Surrey, BC

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

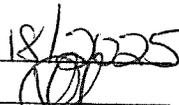
ASSETS

1025-0000	Bank - Westminster - Contingency	927,592.63
1038-1363	Prospera GIC - 5.0000% - Mar 6/2025	0.00
1038-1364	Prospera GIC - 5.0000% - Mar 6/2026	200,000.00
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
1111-0009	Due to CRF from levy	118,235.33
	TOTAL ASSETS	1,845,827.96

OWNERS EQUITY

RESERVES

3479-0015	ROOF REPLACEMENT	
3479-0017	Roof Replacement CRF Contribution	-2,590,000.00
3479-0020	ROOF REPLACEMENT TOTAL	-2,590,000.00
3500-0000	Net Income - Prior Years	4,207,317.35
3510-0000	Net Income - Current Year	228,510.61
	TOTAL OWNERS' EQUITY	1,845,827.96
	TOTAL LIABILITIES AND EQUITY	1,845,827.96

DATE: JUN 18 / 2025
ACCOUNTANT: 
PROPERTY MANAGER: _____

Budget Comparison (Accrual) CHELSEA - Contingency - 02 (lms1416c) May 2025

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	21,878.17	21,878.17	0.00	65,634.51	65,634.51	0.00
4010-6000	Strata Fees - Townhomes	47,598.50	47,598.50	0.00	142,795.50	142,795.50	0.00
	TOTAL	69,476.67	69,476.67	0.00	208,430.01	208,430.01	0.00
4031-0000	Interest Income	2,685.75	0.00	2,685.75	51,501.79	0.00	51,501.79
	TOTAL	2,685.75	0.00	2,685.75	51,501.79	0.00	0.00
	TOTAL INCOME	72,162.42	69,476.67	2,685.75	259,931.80	208,430.01	51,501.79
							833,720.00
EXPENSES							
6280-2025	Hot Water Tank Replacement	0.00	0.00	0.00	19,889.10	0.00	-19,889.10
	TOTAL EXPS. BEFORE UTILITIES	0.00	0.00	0.00	19,889.10	0.00	0.00
							-19,889.10
							0.00
TOWNHOUSE EXPENSES							
6342-2025	2025 Townhouse Envelope Repairs	5,798.84	4,166.67	-1,632.17	11,532.09	12,500.01	967.92
	TOTAL OPERATING EXPS. - T.H.	5,798.84	4,166.67	-1,632.17	11,532.09	12,500.01	967.92
							50,000.00
							50,000.00
COMMON EXPENSES							
LANDSCAPING & GROUNDS							
6431-2025	Tree Remedial Work	0.00	1,250.00	1,250.00	0.00	3,750.00	3,750.00
6451-2025	Privacy Fencing repairs	0.00	2,083.33	2,083.33	0.00	6,249.99	6,249.99
	TOTAL LANDS. & GROUNDS	0.00	3,333.33	3,333.33	0.00	9,999.99	9,999.99
							40,000.00
REPAIR & MAINTENANCE- GENERAL							
6511-2025	Painting Project	0.00	58,333.33	58,333.33	0.00	174,999.99	174,999.99
6560-2025	Front Entrance & East Gate Repairs	0.00	12,083.33	12,083.33	0.00	36,249.99	36,249.99
	TOTAL REPAIR & MAINT.	0.00	70,416.66	70,416.66	0.00	211,249.98	211,249.98
							845,000.00
	TOTAL COMMON EXPENSES	0.00	73,749.99	73,749.99	0.00	221,249.97	221,249.97
							885,000.00
	TOTAL EXPENSES	5,798.84	77,916.66	72,117.82	31,421.19	233,749.98	202,328.79
	NET INCOME (LOSS)	66,363.58	-8,439.99	74,803.57	228,510.61	-25,319.97	253,830.58
							-101,280.00



SUN	MON	TUE	WED	THU	FRI	SAT
		1 	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 Canada Day Celebration	7 Pool Exercises 9:00 Craft & Chat 1:00 Ladies Pool 6:00 Pool Volleyball 6:15 Canasta 6:30	8 Pool Exercises 9:00 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 Dance starts up again	14 Pool Exercises 9:00 Craft & Chat 1:00 Ladies Pool 6:00 Pool Volleyball 6:15 Canasta 6:30	15 Pool Exercises 9:00 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 BYOB Pub Night	19
20 	21 Pool Exercises 9:00 Craft & Chat 1:00 Ladies Pool 6:00 Pool Volleyball 6:15 Canasta 6:30	22 Pool Exercises 9:00 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 Pool Volleyball 6:15 Canasta 6:30	29 Pool Exercises 9:00 Poker Pool 7:00	30 Pool Exercises 9:00 Coffee 9:15 Poker 6:00 Whist 6:30	31 Pool Exercises 9:00 Euchre 7:00		

UPCOMING
EVENTS
AT A
GLANCE

July 1st
@ 2:00
Canada Day
Celebration

July 20
@ 7:00
Movie Night

Sept 4
Dance starts
up again