



MONTHLY COUNCIL MEETING MINUTES

Tuesday, December 2, 2025

LOCATION/TIME - 1:00PM LIBRARY

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

Regrets: Paul Dhaliwal

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
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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

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

1) CALL TO ORDER – 1:00PM

2) ADOPTION OF PREVIOUS MINUTES

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

3) CARETAKER REPORT – ADD DON’S REPORT

4) FINANCIAL REPORT – Bob Hyde and Paul Kavanagh –

The financial report for the period ending October 31, 2025, was presented to Council.

OPERATIONS

We are now eight months into our fiscal year. The results of operations for the period ending October 31st indicate a surplus of \$81,578. This includes an amount apportioned from last year’s surplus. Last fiscal year there was a significant surplus from the operations budget that was approved to be allocated to the Contingency Reserve Fund.

Up to the end of October, the actual surplus of income less expenses during this fiscal year is \$35,232. Last year, at this time, we had a comparative surplus of \$176,484. As previously reported, this indicates that the current year’s budget predictions should be more representative come the end of the fiscal year.

Revenue

- Other revenue on a year-to-date basis continues to be above budget. This is due to higher than predicted guest suite rentals, RV parking, and remote sales revenues.

Expenses

- Year-to-date condo specific costs are four percent (4%) less than budget.
- Condo building maintenance is higher than budget due to having to replace a condo patio door and frame. Elevator maintenance is higher than budget due to the timing of the annual service of the elevators.
- Townhouse specific expenses are 13% less than budgeted for the eight-month period.
- In total, common expenses are less than budget in the month and on a year-to-date basis. The more significant variances in the current month are in; (i) Drainage Repair and Maintenance, due to excavating and removing tree roots from the perimeter drainage at five townhouse blocks (\$9,123), and (ii) Repairs and Maintenance General, due to repairing damage to several townhouse driveways (\$6,915).

CONTINGENCY RESERVE FUND (CRF)

The CRF balance as of the end of October is \$1,746,950. To date we have earned \$67,228 in interest income of our CRF funds. This interest is not budgeted.

The largest expenditures to date were on the painting and gate structure re-roofing projects. Also, in October we initiated the replacement of the Windsor security access control system due to a complete failure of that system. Council will be recommending the replacement of the remainder of the Chelsea Gardens security system in next year’s budget. The system which was installed in 2012 is at end of life.

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

5) BUSINESS ARISING FROM PREVIOUS MINUTES

- a) **Access Control** – The access control system has been implemented successfully in the Windsor building. There is learning curve for users on the system, however, We-tech has been very good to work with and has helped with any deficiencies and misunderstandings. Council will investigate obtaining a wi-fi internet connection for the enterphone near the parking garage to fully utilize the system. Further information is going to be provided for the users for this new system so everyone is in the know and a user support group will be formed to help people learning the system.
- b) **Residents Manual Update** – The team is continuing their work on the content and the structure of the resident manual.
- c) **Depreciation Report** – JRS is in the process of completing the Deprecation Report.
- d) **Brick Pavers** – Council and some volunteers are going to investigate further on the brick pavers on the plan to re-do the broken areas.
- e) **Smoking on Common Property** – We are still in the process with the lawyers on what should be done for the smoking bylaws.
- f) **Volunteers for Clubhouse Closing** – We are still looking for volunteers to help close the clubhouse throughout the weekend. Please connect with jesse@crpm.ca if you are interested in helping out the operations of the clubhouse. Currently we are paying staff to do these tasks which could be filled by volunteers to help save Chelsea Gardens money.
- g) **Credit Card** – Prospera will be supplying a new credit card for the use of our Caretaker with the appropriate name on the card. This will improve the efficiency of purchasing supplies.
- h) **Janitorial Issues** – The clubhouse cleaning is in process of getting better, however, there are still issues that will be addressed. We have hired a cleaner to take care of cleaning on the weekends after events.
- i) **Cat/Dog Waste Removal** – Further investigation on this item will take place.
- j) **Gutter Cleaning** – This has been completed. During the process the contractor noted several instances where there are gaps in the gutter guards. These have been referred to Mack Kirk for correction.
- k) **Specific Unit Chimney Washing** – This will be attended to in the Spring.
- l) **Garbage Contract** – Council will review the cardboard removal contract with Waste Connections. It appears there were previous charges that may need to be waived. Crossroads will try to get a credit added to the account for past charges.
- m) **Overfilled Carboard Bins** – We have been charged extra for overflowing carboard bins in the condos. Owners are reminded that boxes are to be broken down before putting into the cardboard bins.
- n) **Condo Control Software** – Council will meet with Condo Control to have a training session and start implementing the condo control software. More information will be sent once we have the software set up for the Owners.

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.

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.

A painting deficiency with a spindle assembly system will be dealt.

A complaint was filed by a resident of the Windsor building that someone had taken down their posting on the Owner bulletin board. There is a practical way to identify who did this. Residents are reminded not to take down other postings of other individuals. Also residents are reminded to include the date the posting was initially placed on the bulletin board. The rules are as follows:

- Owners are permitted to advertise items or services for sale or activities of interest on a bulletin board to be located in the parking garage lobbies and the clubhouse mail room if they are dated and are removed within 10 days and are no larger than letter size (8.5" X 11").
- Chelsea residents (not outside contractors) offering services may indefinitely post business cards on these bulletin boards. (Not to exceed a standard business card size)
- Items posted are not to be removed by other residents.

A complaint received about a buzzing noise in the Kensington. The source could not be identified, further investigation will be required.

A complaint was received that the email distribution list is not utilized anymore. We had transitioned to posting to the website as anyone signed up on the website will receive a notification of a posting.

A complaint was received about shrubs being removed for safety reasons. Council does not plan to remove all shrubs at this location entering and exiting the parking garage for the Kensington and Mayfair. The privacy of this unit will be retained and not affected.

A few alteration requests have been submitted and alteration letters will be issued.

A complaint was submitted about a resident vehicle using visitor parking. Council will investigate to see if this is accurate.

Complaints were also received about guests parking on the street when and not using visitor parking is available. A letter will be sent to the source unit of this parking issue.

7) COMMITTEE REPORTS

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

CONDOMINIUMS – Cathy Maxwell

Windsor:

- There are 3 or 4 Chairs covered beside Parking Stall 14. These may belong to the owner of this parking stall or they could be the Condo chairs used by the security service personnel during the issue with the FOB system. If property of the owner please follow the parking storage rules.
- Parking stall #94 – There is a box with blue mechanical item in this stall. It was determined that this is a spare generator for the fire alarm system.
- A heat register front cover is missing in the basement elevator vestibule.

- On the 4th floor the cover of a thermostat by unit #418 will not stay in place.
- In the 4th Floor- North Stairwell, a lens cover is falling off.
- The 1st floor-North Fire door is not always closing.

Kensington:

- The 2nd & 3rd floor North Stairwell walls were observed to be damaged . This has since been repaired.

Mayfair:

Parking stall #39 has several wire mesh "fencing" in front of their vehicle A note was placed on their windshield reminding of them of the parking storage rules.

All maintenance items have been forwarded to the Caretaker for followup.

TOWNHOUSES – Ron Plankeel

Now that the roofing, painting, and gutter cleaning is finished parking on the street is no longer allowed. Please change to utilizing visitor parking, your own driveways and street parking.

CLUBHOUSE/POOL/GUEST SUITES/GYM – Marilyn Hunter

There have been two staffing additions in the past few days:

- Linda Hart has been retained for two additional office days. This now provides office coverage seven days a week from 11:00 a.m. to 1:00 p.m.
- Val Ferland has been retained to provide cleaning services on Saturdays and Sundays at 7:00 a.m. This will support cleanup after Fireside Room rentals and ensure the washrooms are refreshed for the next day.

I was also asked to review the Fireside Room rental agreement, as the current form does not reflect the updates voted on at the AGM. The office has been requested to revise the document to include the following:

“All guests for special functions must vacate the premises by 11:00 p.m. Cleanup operations may continue until 11:30 p.m. Cleanup must be completed on the same day the event is held, including the removal of all food.”

The Rental Room Project is now complete, and the November 14 open house was a resounding success. For future consideration, the three rental rooms would benefit from new floor lamps, as they need brighter lighting. One lamp is also broken and nearing the end of its usability. I am researching the possibility of installing a lockbox system for each room to simplify key pickup.

Barry Miller has generously built a custom dolly for the piano, which has already proven invaluable. With the Christmas season upon us, the piano has been visiting many different rooms, and this addition has made movement much easier.

PONDS AND FOUNTAINS – Marilyn Hunter

The koi pond has now been put to bed for the winter. The turtles have been relocated for hibernation, and the koi and goldfish were expected to settle into hibernation as well—although the koi are still occasionally poking their noses out for a swim.

This past month has taken my portfolio in several unexpected directions. The pedestrian gate beside the windsor needed a new electrical component and the Windsor enterphone system required an emergency replacement. This project was originally planned to span two months but was completed in just three days. Although there were a few minor glitches, the process went remarkably well. With all of our technology support staff temporarily out of the country, I volunteered to act as liaison between resident concerns and Wotech. I was given administrator access and have learned the basics of the enterphone system. Now that

Ashley and Zenon have returned, we have more hands on deck. A committee remains in place to guide future expansion and prepare for the AGM.

LANDSCAPING – Ron Pankeel

The leaf cleanup is almost finished, now that the leaves have finished dropping The foliage on the outside of the RV lot has been cut back to improve security in that area.

The outstanding Work Orders are being cleaned up

SAFETY AND SECURITY – Ashley Orton

The transition to the WeTech system for the Windsor after the Freedom system failure was successful - thanks to WeTech for their quick response. Unfortunately, I was away at the time in Bangkok celebrating my 70th. I have since registered on the system and it works well with the new FOBs and facial recognition (less than a second) and Bluetooth. There also is the option to use a QR code which you can generate through the app that you install on your phone. A big thank you to Zenon and Marilyn who stepped up to the plate in my absence.

The Windsor man gate which is controlled from the clubhouse also failed. Zenon, Victor and I worked on it for 3 days. In the end it turned out to be 3 components that failed (very unusual). We were able to fix it by replacing these components and reconfiguring the software. Please be aware that we have now used up all the spares we have.

In addition to the cost of the new system we also incurred secondary costs totalling approximately \$13,000. These include \$11,400 for the security guards, \$1,200 for the rental of the porta potty and \$500 for troubleshooting the old system. These amounts have been paid from the CRF.

There is a strong possibility that other areas (Mayfair, Kensington, Clubhouse) will fail in the not to distant future. I strongly recommend that we bite the bullet and transition the remainder to the new system.

Please see the recommendations below.

Subject: ACCESS CONTROL SYSTEM REPLACEMENT

Purpose: To recommend Council request owner approval at the April, 2026 Annual General Meeting to replace the remainder of the Chelsea Gardens legacy access control system.

Background:

Our present Access Control (FOB) System (ASC) provides personal access to three apartment blocks, clubhouse and various pedestrian gates on the property. In addition, the system provides vehicle access for the two entrance gates and the three apartment parkade gates.

The current ACS is divided into a number of discrete applications. Each apartment incorporates a separate ACS for apartment residents and vehicle gate parking. The clubhouse ACS provides access to the clubhouse, two vehicle entrance gates, various pedestrian gates throughout the complex, and the front gate pedestrian entrance.

The ACS was installed in 2012 to provide a superior tracking, security, configuration, and maintenance compared with the legacy key-based system. Despite being superior to the original key-based system the ACS is now in desperate need of a replacement for the reasons below.

1. The system is now reaching end of life where servicing is difficult, spare parts for our major components and new licenses are not available.
2. A system malfunction in one of our major components will cause an outage for an extended period of time,

3. The system has security vulnerabilities where hackers can clone/duplicate FOBS (coin shaped FOBS and the gate FOBS),
4. System power backup only provides about 20 minutes of system operation in the event of power failure,
5. The clubhouse server is at capacity for doors and gates. No additional doors can be added to the system,
6. The system is not capable of adding additional owner phone numbers,
7. The present access software is not supported and is not user friendly,
8. Updates to owner information are time consuming and prone to errors due to multiple points of data entry.

A security task group was formed to determine how best to address the above issues and to recommend an appropriate course of action to replace our legacy ACS. Members of the task group are Zenon Jalbert, Ashley Orton, Victor Monasch, Bob Hyde and Paul Kavanagh. Several vendors were approached to provide proposals to address the weaknesses noted, as well as to provide cost estimates for a new system. The security task group received presentations from two vendors and visited another strata complex to observe a recently installed new technology access control solution. The consensus of the group was that the Akuvox Smart Intercom system was the preferred and lower cost solution. In addition, the group agreed that Wetech Technologies Inc. was the preferred installer.

The Windsor System Failure:

On October 23, 2025 the Windsor Access Control server crashed. Despite the efforts of our onsite technical volunteers and CitiLock, the system maintenance provider, the system could not be restored. Council acted immediately to put physical security measures in place. On October 28, 2025, on the recommendation of the security task group, Council approved the acquisition of the Akuvox Smart Intercom system and engaged Wetech Technologies Inc. to install the system. The cost of this installation was \$29,631.

Benefits of the Akuvox Smart Intercom System:

The benefits that Chelsea Gardens owners will derive from the Akuvox system include the following:

1. Voice, data and QR code encryption,
2. Automatic software updates,
3. 24/7 software and end user support,
4. Single point of data entry,
5. Internet capable permitting remote access approval,
6. Multiple phone numbers per unit,
7. Off-site continuous data backup plus each terminal maintains a copy of the data so it will continue to function if the main server fails,
8. Significant capacity to add users and access control points,
9. Integration with users' smart phones,
10. Ease of hardware and software upgrades.
11. Access granted by facial recognition, your FOB, Bluetooth from your phone and a time-limited QR code via the app,
12. Owner flexibility to add/modify phone numbers, family members, and issue temporary access via QR codes.

Update:

The Windsor system install was a success. There have been some learning curve issues for certain residents which will be documented for future reference. We owe a big thank you to Marilyn Hunter for jumping on board when several of the task group members were away from Chelsea Gardens. Her assistance was invaluable in helping the Windsor residents transition to the new system.

The security task group believes that Council should obtain owner approval for the complete Chelsea wide installation of the Akuvox system as soon as it is practical to do so. It could be only a matter of time before we experience failures of certain of the other legacy system components.

Recommendations:

The security task group recommends that owner approval be obtained to install the Akuvox Smart Intercom system across the remainder of the Chelsea Gardens.

It is also recommended that Council engage Wotech Technologies Inc. to do the installation.

It was MOVED, SECONDED and CARRIED to bring this forward as a resolution at the 2026 AGM.

IRRIGATION – Norm Reid

We are looking to obtain more volunteers for the Irrigation Crew. If we do not obtain enough, we will have to hire a contractor to start up the system in the Spring.

SOCIAL COMMITTEE – Linda Hart

The recent Indian Dinner was a success, with a lot of positive feedback from those who attended. A total of 84 residents participated in the event, and the atmosphere was made even more festive by guests who arrived dressed in traditional Indian attire. Our next event is the Potluck, scheduled for November 21.

Christmas is an especially busy time of year at Chelsea, with a variety of activities on the horizon. The festivities will begin with the ever-popular Christmas Coffee on December 3, followed by the Christmas Concert on December 7. The concert organizers have been working diligently for months to plan and perfect every detail of the afternoon. The Social Committee will provide refreshments following the concert. In addition to these events, residents can look forward to our annual Ugly Christmas Sweater Party and a Sing-A-Long.

We are ringing in the New Year with a dance party on New Year's Eve. And we are pleased to announce that the committee is bringing back the Polar Bear Swim on New Year's Day. Please watch for more information about these exciting events as the dates approach.

ADMINISTRATION – No Report

RV LOT – Marilyn Thomas

There are currently 47 stalls rented of a possible 50. For the month of November, there was one new rental, one move out, 4 temporary rentals and one U Haul truck for 2 nights. There was also one other inquiry that did not result in a rental and one stall reallocated due to being in the wrong stall.

Revenue for November was \$1,175. We also stored ladders, paint and other equipment for the painters which are still there. The painters have been contacted to remove their equipment.

Shaun of Allan Bros has done a thorough job of trimming all the trees on all 4 sides of the lot so they do not overlap the barbed wire and fencing. The total to clean the RV lot extensively of brush, debris and to trim trees is \$1,800. This should not be required again for 5+ years. This effort makes it difficult for anyone to hide and attempt to break into the lot.

Mike Maxwell has been assisting me to monitor a dip in the main roadway of the RV lot. Since the first measurement in August, the dip has settled 16 mm (0.63 in.) which he reports is fairly insignificant. We will continue to monitor every second month over the winter rather than every month as we have seen no significant change to date.

The RV Committee is currently reviewing options for enhancing security within the RV lot. We are nearly full with millions of dollars worth of vehicles of all types housed within it. We need to include a review of Akuvox through Wetech Technologies which would be the logical company to explore for implementation in the RV lot after all other modules are in place. The lot has swing gates which are in good shape that may be able to be adapted with gate openers or another operational system.

CAPITAL PROJECTS COMMITTEE – Paul Kavanagh

In 2025, the Capital Works Committee provided oversight on the painting and gate structures re-roofing projects.

Painting Project:

- The budget for this project was \$700,000 compared with actual spending of \$725,212. A detailed expenditure report for this project is presented below.
- This project was 3.6% over budget. The actual cost of this project exceeded the budget estimate due to the poor condition of the stucco on certain townhouses and the perimeter wall, as well as having to repair wood trim on certain townhouses. Extra costs were also incurred to recondition and paint the clubhouse arches and to paint the front gate lettering.
- While this project was essentially complete by the middle of October, the balance of the contract (50%) will be paid to Nova in equal monthly instalments to the end of February next year. There is no interest charged on these deferred payments.
- Owners in townhouses should note that repairs to some of the wood trim are ongoing as that work has been assigned to Jeff Morin. In addition, it has been noted that paint bubbles have formed on certain townhouse entrance columns. We have been advised by the inspector that this is due to the fiberglass rejecting the original painting system and not a deficiency in Nova's work. Therefore, these defects will also be handled through normal maintenance.

Gate Structures Re-roofing:

- The budget for this project was \$145,000 compared with actual spending of \$173,149. A detailed expenditure report for this project is presented below.
- This project was 19.4% over budget. The actual cost of this project exceeded the budget estimate due to the extensive water and insect damage to the structures which required significant structural repairs. The damage was caused by defects in the design and application of the original roofing material and the failure of previous repairs to prevent water ingress.

Chelsea Gardens				
Painting Project 2025				
Expenditure Report				
		Cost Base	GST	Total
Approved by Owners		\$ 666,667	33,333	\$ 700,000
Billed by Contractors				
Nova Painting & Restorations		\$ 611,878	30,594	\$ 642,472
Change Orders		52,512	2,626	55,137
		664,390	33,219	697,609
JTL Consulting (Inspector)		26,289	1,314	27,603
		\$ 690,678	34,534	\$ 725,212
Amount over budget		\$ 24,011	1,201	\$ 25,212

Chelsea Gardens				
Painting Project 2025				
Change Order Details				
		Cost Base	GST	Total
Credit for independent inspection		\$ (8,526)	(426)	\$ (8,952)
Repair Towhhouse wood trim		10,695	535	11,230
Repair stucco Townhouse and perimeter wall		19,060	953	20,013
Paint Clubhouse arches and front gate letters		31,283	1,564	32,847
		\$ 52,512	2,626	\$ 55,137

Chelsea Gardens				
Gate Structures Re-roofing 2025				
Expenditure Report				
		Cost Base	GST	Total
Approved by Owners		\$ 138,095	6,905	\$ 145,000
Billed by Contractors				
Flynn Canada (roofing)		\$ 105,382	5,269	\$ 110,651
Bolduc Contracting (structural repairs)		17,920	896	18,816
Change Orders		39,052	1,953	41,005
		162,354	8,118	170,472
Phoenix Roofing Consultants		2,550	128	2,678
		\$ 164,904	8,245	\$ 173,149
Amount over budget		\$ 26,809	1,340	\$ 28,149

Chelsea Gardens				
Gate Structures Re-roofing 2025				
Change Order Details				
		Cost Base	GST	Total
Investigation and roof substructure repairs		\$ 22,016	1,101	\$ 23,117
Front gate internal structural repairs		7,864	393	8,257
Gates and sign stucco repairs		5,000	250	5,250
Front gate and sign electrical repairs		4,173	209	4,381
		\$ 39,052	\$ 1,953	\$ 41,005

INVESTMENT COMMITTEE – No Report

EMERGENCY PREPAREDNESS – Doug McLeod – See Attached

PEST COMMITTEE –

We still have a few rat sightings throughout the complex, please be diligent in not attracting the rodents. **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) **Weekend Clubhouse Cleaning** – We now have cleaners for the weekends.
- b) **Windsor Pedestrian Gate** – Council will need to figure out options to replace the pedestrian gates as the systems are getting beyond repair. Right now, Council will continue to try to repair as necessary to keep them operational.
- c) **Cell Reception** – Council will investigate further options to increase cell reception in the complex.
- d) **Plumbing Notice** – Attached is a plumbing information notice. Please review this notice.
- e) **Canada Post Lock Box Request** – Canada Post is demanding that we install a lock box system for them to utilize. They are requiring us to do so by January 2026. This will be further investigated.
- f) **Lock Boxes for Real Estate** – Council will review the current prohibition of lock box use for real estate agents.
- g) **Roof Condition Report** – It was **MOVED, SECONDED and CARRIED** to approve the quote from Phoenix Roofing Consultants to carry out a condition report on the condo roofs.
- h) **Driveway issue at unit** – Roots are causing issues to the driveway and this will be added to the list for Tru – Level.
- i) **Fountain Letters and Council Abuse** – A resident has continued to send letters to the Council about fountain heads. This has been a clear nuisance to the Strata Council and further Council believes this individual has gone too far.

It was **MOVED, SECONDED and CARRIED** to hire a lawyer to provide a cease and desist letter as this has become abusive to the Strata Council. Further correspondence on this topic will no longer be tolerated and potential fines applied for violation of the Strata Bylaws.

- j) **Resolution Committee** – Council will be looking for individuals to join the resolution committee. If interested please contact jesse@crpm.ca
- k) **Nomination Committee** - Council will be looking for individuals to join the resolution committee. If interested please contact jesse@crpm.ca

ADJOURNMENT: The meeting was adjourned at 4:33 PM The next Council meeting is January 6, 2025.

HW PREVENTATIVE MAINTENANCE

PLUMBING

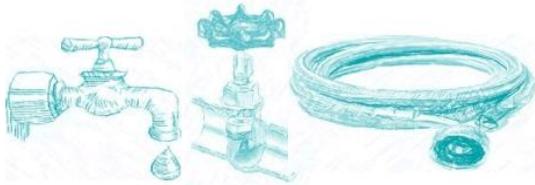
30

HW is almost 30 years old



Although many repairs are DIY, a **qualified plumber** is required for shut off valves. Shut off valves are beginning to seize due to age and should be inspected annually.

A little preventative maintenance can save you a lot of money and stress. The cost to repair damages to common property (walls ceilings, etc.) originating from a leak within your unit is your responsibility.



It is your responsibility to maintain visible faucets, hoses, pipes and shut off valves connecting your sinks, toilets and washing machines, dishwashers, and patio hose bibs. It is recommended to have a qualified plumber inspect shut off valves, replace old hoses, **snake drains** and fix leaking faucets or appliances.



Install water sensors. These are inexpensive systems you can buy online or at most hardware stores. These are extremely effective at detecting leaks as soon as they start.

Make sure **caulking** around your tub, shower, sink and tiles is sealing the area and in good condition.



Just as the wax seals on toilets are failing, the original bathtub drain seals are failing and causing leaks. These have become a common cause of leaks lately.

Time to replace your toilet?

- ◆ Weak flush
- ◆ Always running
- ◆ Frequently clogs
- ◆ Toilet bowl cracked
- ◆ Toilet wobbles
- ◆ Water damaged floors

20-30

How many years a toilet seal is to last

Replace toilet rings anytime your toilet is removed.

We highly recommend the **removal garbage disposals**. They can do a lot of damage to your unit if they back up. The City of Surrey does not encourage their use because they add excess water and food waste to the sanitary sewer system. Food waste should go into your compost bin instead.



CHELSEA GARDENS EMERGENCY PREPAREDNESS

NOVEMBER 2025



LITHIUM BATTERY CHARGING SAFETY

Lithium batteries are found in many of today's appliances including our phones, iPad, laptops, electric bicycles, tools etc. Charging of these devices is becoming an everyday event in homes. It is important to follow charging guidelines to prevent damage and overheating of these batteries which can result in explosions and extreme flash fires. Some charging tips for the safe handling of lithium batteries are:

- Always use manufacturer-approved chargers (not all chargers are the same)
- Charge on a flat, non-flammable surface at room temperature
- Do not leave charging unattended or overnight
- Disconnect once fully charged (besides safer this will extend the battery life)
- Never charge damaged or swollen batteries

It is common for these batteries to feel warm while charging. If they become hot to the touch, remove the charger and safely dispose of the damaged battery once cooled. These batteries must be recycled at an approved facility and never in household garbage due to the fire hazard. Replace the defective battery with a manufacturer's recommended product.

Should you encounter a smoking or burning battery, immediately unplug the charger and:

- Do not attempt to extinguish a lithium battery fire with typical fire extinguishers or fire blankets
- Pour large amounts of water on the device to cool it down.
- Move the device to a safe non-combustible outdoor surface area if possible
- If unable to move the device, call the fire department, and immediately evacuate the premises.
- Be careful not to inhale any smoke from a battery fire as it is very toxic.

Although these batteries are small, they catch fire because of a chemical reaction, and the flames can reach 500 degrees C.

DID YOU KNOW?

As Christmas approaches us, some reminders about rules and safety points for the season within our complex:

- No live trees, boughs or wreaths are allowed in the buildings or residences.
- Poinsettias, holly, mistletoe and lilies are toxic to pets.
- Check your extension cords and light strings for breaks and don't overload outlets
- Turn off all lights at night or when you go out.

ALL THE BEST THIS HOLIDAY SEASON TO YOU AND YOURS FROM OUR EP TEAMS

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.

Balance Sheet (Accrual)
CHELSEA - Operations - 02 (lms1416)
October 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	42,482.87
1025-0120	Bank - Roof Replacement	383,366.66
1025-0121	Bank - Roofing Levy Holdback	8,620.98
1027-0000	Bank - Water Surcharge	135,257.17
1028-0064	Bank - Credit Card Secure Term	6,000.00
1028-1300	Bank - Golf Tournament Funds	3,667.62
1029-0000	Bank - Apt Utilities	65,227.81
1030-0000	Bank - Exercise Room	1,432.93
1040-0000	Bank - Social Committee	2,223.70
1200-0000	Prepaid Insurance	97,438.44
1205-0000	Prepaid Expenses	630.00
1300-0000	Accounts Receivable	15,598.47
1301-0002	A/R - Roof Replacement	18,264.16
	TOTAL ASSETS	780,428.16

LIABILITIES

2010-0000	Accounts Payable	112,164.39
2014-0000	Accrued Water & Sewer	0.00
2017-0000	Social Committee Fund	2,223.70
2018-0000	Exercise Room	1,432.93
2019-0000	Golf Tournament Fund	3,667.62
2035-0000	Security Deposits	300.00
2040-0000	Due to Contingency	45,333.32
2170-0000	Vacation Payable	6,668.14
2250-0000	Pre-Paid Fees	786.20
	TOTAL LIABILITIES	172,576.30

**OWNERS EQUITY
RESERVES**

3479-0015	ROOF REPLACEMENT	
3479-0016	Roof Replacement Levy	2,594,108.35
3479-0017	Roof Replacement CRF Contribution	2,590,000.00
3479-0018	Roof Replacement Expenses	-4,782,477.53
3479-0019	Roof Replacement Holdback	8,620.98
3479-0020	ROOF REPLACEMENT TOTAL	410,251.80
3510-0000	Net Income - Current Year	81,578.16
3510-2000	Net Income - Utilities	65,227.81

DATE: NOV. 18/2025
ACCOUNTANT: [Signature]
PROPERTY MANAGER: [Signature]

3510-3000

Net Income - Water & Sewer
TOTAL OWNERS' EQUITY
TOTAL LIABILITIES AND EQUITY

50,794.09

607,851.86

780,428.16

Budget Comparison (Accrual) CHELSEA - Operations - 02 (lms1416) October 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	577,827.68	575,242.64	2,585.04	862,864.00
4012-0000	CRF Strata Fees - Apartments	-21,878.17	-21,878.17	0.00	-175,025.36	-175,025.36	0.00	-262,538.00
4015-0000	Parking, Scooter & EV Parking	556.00	625.00	-69.00	4,123.00	5,000.00	-877.00	7,500.00
4021-0000	Miscellaneous	210.00	0.00	210.00	330.00	0.00	330.00	0.00
4022-0000	Move in/out	0.00	166.67	-166.67	400.00	1,333.36	-933.36	2,000.00
4025-0000	Prior Year Surplus (Deficit)	0.00	9,089.17	-9,089.17	19,757.10	72,713.36	-52,956.26	109,070.00
	TOTAL	51,116.29	59,908.00	-8,791.71	427,412.42	479,264.00	-51,851.58	718,896.00
4030-0000	Strata Fees	135,544.08	135,544.08	0.00	1,084,352.64	1,084,352.64	0.00	1,626,529.00
4032-0000	CRF Strata Fees - Townhomes	-47,598.50	-47,598.50	0.00	-380,788.00	-380,788.00	0.00	-571,182.00
4037-0000	Prior Year Surplus	0.00	12,412.83	-12,412.83	26,589.20	99,302.64	-72,713.44	148,954.00
	TOTAL	87,945.58	100,358.41	-12,412.83	730,153.84	802,867.28	-72,713.44	1,204,301.00
OTHER								
4040-0000	Rental - Fireside Lounge	100.00	83.33	16.67	600.00	666.64	-66.64	1,000.00
4045-0000	Rental - Caretaker Suite	600.00	550.00	50.00	4,200.00	4,400.00	-200.00	6,600.00
4050-0000	Rental - Guest Suites	1,750.00	833.33	916.67	9,750.00	6,666.64	3,083.36	10,000.00
4055-0000	R.V. Parking	1,000.00	833.33	166.67	7,811.94	6,666.64	1,145.30	10,000.00
4061-0000	Bylaw Fines	200.00	0.00	200.00	200.00	0.00	200.00	0.00
4062-0000	Dish and Cutlery Rental	0.00	8.33	-8.33	50.00	66.64	-16.64	100.00
4065-0000	Interest Income	196.67	708.33	-511.66	4,352.56	5,666.64	-1,314.08	8,500.00
4066-0000	Remote Control Sale	160.00	200.00	-40.00	3,400.00	1,600.00	1,800.00	2,400.00
4084-0000	Keys	0.00	0.00	0.00	30.00	0.00	30.00	0.00
	TOTAL OTHER	4,006.67	3,216.65	790.02	30,394.50	25,733.20	4,661.30	38,600.00
	TOTAL INCOME	143,068.54	163,483.06	-20,414.52	1,187,960.76	1,307,864.48	-119,903.72	1,961,797.00
EXPENSES								
6030-0000	Apt Janitor/Contract Services	2,347.76	2,666.67	318.91	18,782.08	21,333.36	2,551.28	32,000.00
6208-0000	Building Maint. - Apartments	4,221.25	3,750.00	-471.25	33,801.60	30,000.00	-3,801.60	45,000.00
6215-0000	Equipment Maint.-Apartments	2,786.00	5,416.67	2,630.67	35,051.60	43,333.36	8,281.76	65,000.00
6268-0050	Elevator Maint. - Apartments	4,098.65	1,875.00	-2,223.65	13,962.55	15,000.00	1,037.45	22,500.00
6275-0000	Gate & Door Maint. - Apartment	402.97	416.67	13.70	2,442.53	3,333.36	890.83	5,000.00
6279-0000	Garbage Pick-up - Apts.	2,948.94	2,333.33	-615.61	22,639.98	18,666.64	-3,973.34	28,000.00
	TOTAL EXPS. BEFORE UTILITIES	16,805.57	16,458.34	-347.23	126,680.34	131,666.72	4,986.38	197,500.00
TOWNHOUSE EXPENSES								
6315-0000	Building Maint. - Townhomes	4,016.49	5,833.33	1,816.84	34,950.34	46,666.64	11,716.30	70,000.00
6320-0000	Garbage Pick-up - Townhomes	6,332.29	6,666.67	334.38	52,209.50	53,333.36	1,123.86	80,000.00
	TOTAL OPERATING EXPS. - T.H.	10,348.78	12,500.00	2,151.22	87,159.84	100,000.00	12,840.16	150,000.00
COMMON EXPENSES								
LANDSCAPING & GROUNDS								
6415-0000	Landscape Contract	14,070.00	14,583.33	513.33	112,560.00	116,666.64	4,106.64	175,000.00
6425-0000	Drainage Repair & Maint-Ground	9,122.95	4,583.33	-4,539.62	34,202.20	36,666.64	2,464.44	55,000.00
6435-0000	Plant Replacement & Imp-Ground	0.00	833.33	833.33	10,358.20	6,666.64	-3,691.56	10,000.00
6440-0000	Irrigation System	701.16	541.67	-159.49	7,429.38	4,333.36	-3,096.02	6,500.00
6455-0000	Snow Removal	0.00	2,000.00	2,000.00	0.00	16,000.00	16,000.00	24,000.00
	TOTAL LANDS. & GROUNDS	23,894.11	22,541.66	-1,352.45	164,549.78	180,333.28	15,783.50	270,500.00
REPAIR & MAINTENANCE- GENERAL								
6510-0000	Repair & Maintenance	9,299.54	2,916.67	-6,382.87	34,960.04	23,333.36	-11,626.68	35,000.00
6515-0000	Equipment Rep. & Maint.-Common	0.00	1,250.00	1,250.00	8,906.55	10,000.00	1,093.45	15,000.00
6520-0000	Supplies Equipment - Common	2,104.31	1,250.00	-854.31	9,540.38	10,000.00	459.62	15,000.00
6525-0000	Supplies Maintenance-Common	0.00	250.00	250.00	2,641.69	2,000.00	-641.69	3,000.00
6535-0000	Enterphone and Security	1,214.89	500.00	-714.89	2,294.03	4,000.00	1,705.97	6,000.00
6560-0000	Gate Repair & Maint. - Common	322.37	500.00	177.63	3,997.30	4,000.00	2.70	6,000.00
6565-0000	Pest Control - Common	1,605.05	1,666.67	61.62	10,065.51	13,333.36	3,267.85	20,000.00
	TOTAL REPAIR & MAINT.	14,546.16	8,333.34	-6,212.82	72,405.50	66,666.72	-5,738.78	100,000.00

	MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual	
UTILITIES								
6576-0000	Electricity	116.00	166.67	50.67	869.42	1,333.36	463.94	2,000.00
6577-0000	Electricity Ponds - Common	343.00	416.67	73.67	2,854.00	3,333.36	479.36	5,000.00
6580-0000	Electricity Stream - Common	515.00	666.67	151.67	4,540.00	5,333.36	793.36	8,000.00
6595-0000	Telephone Caretaker	97.44	125.00	27.56	770.56	1,000.00	229.44	1,500.00
	TOTAL UTILITIES	1,071.44	1,375.01	303.57	9,033.98	11,000.08	1,966.10	16,500.00
RV LOT EXPENSES								
6640-0000	Repair & Maintenance - RV Lot	0.00	208.33	208.33	204.75	1,666.64	1,461.89	2,500.00
6690-0000	Electricity - RV Lot	68.00	70.83	2.83	544.00	566.64	22.64	850.00
	TOTAL OPERATING EXPS-RV LOT	68.00	279.16	211.16	748.75	2,233.28	1,484.53	3,350.00
RECREATION CENTRE - COMMON								
6710-0000	Bldg Repair & Maint-Rec Centre	862.98	750.00	-112.98	12,248.73	6,000.00	-6,248.73	9,000.00
6712-0000	Equip. Rep. & Maint.-Clubhouse	457.14	2,083.33	1,626.19	8,230.70	16,666.64	8,435.94	25,000.00
6715-0000	Lock Up Costs - Rec. Centre	340.00	200.00	-140.00	3,460.00	1,600.00	-1,860.00	2,400.00
6725-0000	Exercise Equip R & M-Rec Centr	0.00	1,000.00	1,000.00	2,000.09	8,000.00	5,999.91	12,000.00
6730-0000	Workshop R & M-Rec. Centre	122.27	83.33	-38.94	236.56	666.64	430.08	1,000.00
6735-0000	Pool Repair & Maint.-Rec. Cent	1,404.14	1,000.00	-404.14	19,459.43	8,000.00	-11,459.43	12,000.00
6740-0000	Pool Supplies & Chemicals-Rec.	1,002.09	458.33	-543.76	5,360.76	3,666.64	-1,694.12	5,500.00
6750-0000	Cleaning Supplies-Rec. Centre	472.42	208.33	-264.09	2,540.10	1,666.64	-873.46	2,500.00
6755-0000	Window & Carpet Cleaning-Rec.	0.00	83.33	83.33	0.00	666.64	666.64	1,000.00
6764-0000	Electricity - Rec. Centre	1,661.00	1,875.00	214.00	13,288.00	15,000.00	1,712.00	22,500.00
6765-0000	Gas - Rec. Centre	1,188.37	2,000.00	811.63	7,646.47	16,000.00	8,353.53	24,000.00
	TOTAL OPER. EXPS-REC. CENTRE	7,510.41	9,741.65	2,231.24	74,470.84	77,933.20	3,462.36	116,900.00
SALARIES & BENEFITS								
6820-0000	Caretaker Salary and Benefits	3,943.66	5,666.67	1,723.01	40,113.55	45,333.36	5,219.81	68,000.00
6830-0000	Caretaker Assistant Wages	1,080.00	1,666.67	586.67	9,112.50	13,333.36	4,220.86	20,000.00
6865-0000	R. C. Janitor Wages and Ben.	1,887.65	1,916.67	29.02	15,787.20	15,333.36	-453.84	23,000.00
6875-0000	Payroll Costs	885.38	1,041.67	156.29	6,534.06	8,333.36	1,799.30	12,500.00
6890-0000	Workers Compensation Board	0.00	83.33	83.33	52.50	666.64	614.14	1,000.00
	TOTAL SALARIES & PAYROLL COSTS	7,796.69	10,375.01	2,578.32	71,599.81	83,000.08	11,400.27	124,500.00
OFFICE EXPENSES								
6910-0000	Equipment Rep. & Maint.-Office	0.00	83.33	83.33	887.71	666.64	-221.07	1,000.00
6915-0000	Supplies	0.00	75.00	75.00	818.99	600.00	-218.99	900.00
6920-0000	Telephone & Cable - Office	406.28	375.00	-31.28	3,096.08	3,000.00	-96.08	4,500.00
	TOTAL OFFICE EXPENSES	406.28	533.33	127.05	4,802.78	4,266.64	-536.14	6,400.00
ADMINISTRATION								
6970-0000	AGM Expenses - Admin.	0.00	666.67	666.67	3,693.72	5,333.36	1,639.64	8,000.00
6975-0000	Council Expenses - Admin.	0.00	291.67	291.67	0.00	2,333.36	2,333.36	3,500.00
6980-0000	Legal Expenses	0.00	333.33	333.33	533.85	2,666.64	2,132.79	4,000.00
6984-0000	Postage and Printing	736.75	1,166.67	429.92	6,568.01	9,333.36	2,765.35	14,000.00
6985-0000	Insurance Appraisal	0.00	41.67	41.67	0.00	333.36	333.36	500.00
6990-0000	Insurance Premiums	51,532.92	51,532.92	0.00	412,263.36	412,263.36	0.00	618,395.00
6992-0000	Insurance Carrying Charges	906.79	906.75	-0.04	7,254.32	7,254.00	-0.32	10,881.00
7000-0000	Management Fees	7,666.67	7,666.67	0.00	61,333.36	61,333.36	0.00	92,000.00
7010-0000	Property Taxes - Admin.	0.00	62.50	62.50	547.00	500.00	-47.00	750.00
7020-0000	Security - Admin.	0.00	83.33	83.33	0.00	666.64	666.64	1,000.00
7023-0000	Emergency Preparedness	0.00	250.00	250.00	1,674.55	2,000.00	325.45	3,000.00
7025-0000	Bank Charges	13.00	16.67	3.67	119.00	133.36	14.36	200.00
7030-0000	Strata Web Site	0.00	33.33	33.33	79.95	266.64	186.69	400.00
7050-0000	Miscellaneous	0.00	0.00	0.00	112.06	0.00	-112.06	0.00
7051-0000	Statutory Financial Review	0.00	83.33	83.33	751.80	666.64	-85.16	1,000.00
	TOTAL ADMINISTRATION EXPENSES	60,856.13	63,135.51	2,279.38	494,930.98	505,084.08	10,153.10	757,626.00
	TOTAL COMMON EXPENSES	116,149.22	116,314.67	165.45	892,542.42	930,517.36	37,974.94	1,395,776.00
	TOTAL EXPENSES	143,303.57	145,273.01	1,969.44	1,106,382.60	1,162,184.08	55,801.48	1,743,276.00
	NET INCOME (LOSS)	-235.03	18,210.05	-18,445.08	81,578.16	145,680.40	-64,102.24	218,521.00
REVENUE UTILITIES								
REVENUE - APARTMENT UTILITIES								
9260-0000	Utilities Income - Apts.	13,306.33	13,306.33	0.00	106,450.64	106,450.64	0.00	159,676.00
9262-0000	Utilities Interest Income	189.93	166.67	23.26	1,332.50	1,333.36	-0.86	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	13,496.26	13,473.00	23.26	153,106.96	153,108.00	-1.04	207,000.00
UTILITY EXPENSES								
ELECTRICITY - APARTMENTS								
9360-0000	Electricity Kens & Mayfair	2,255.00	2,750.00	495.00	18,040.00	22,000.00	3,960.00	33,000.00
9365-0000	Electricity Windsor	1,476.00	1,833.33	357.33	11,808.00	14,666.64	2,858.64	22,000.00
	TOTAL ELECTRICITY - APART.	3,731.00	4,583.33	852.33	29,848.00	36,666.64	6,818.64	55,000.00

	MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual	
GAS - APARTMENTS								
9410-0000	Gas - Mayfair	990.41	2,666.67	1,676.26	12,008.08	21,333.36	9,325.28	32,000.00
9420-0000	Gas - Kensington	2,750.00	5,000.00	2,250.00	28,072.00	40,000.00	11,928.00	60,000.00
9430-0000	Gas - Windsor	1,482.42	5,000.00	3,517.58	17,951.07	40,000.00	22,048.93	60,000.00
	TOTAL GAS - APARTMENTS	5,222.83	12,666.67	7,443.84	58,031.15	101,333.36	43,302.21	152,000.00
	TOTAL UTILITIES - APARTMENT	8,953.83	17,250.00	8,296.17	87,879.15	138,000.00	50,120.85	207,000.00
	NET INCOME (LOSS) UTILITIES	4,542.43	-3,777.00	8,319.43	65,227.81	15,108.00	50,119.81	0.00
REVENUE - WATER INCOME								
9650-0000	Water - Apartments	8,160.58	8,160.58	0.00	65,284.64	65,284.64	0.00	97,927.00
9700-0000	Water - Townhouses	11,934.83	11,934.83	0.00	95,478.64	95,478.64	0.00	143,218.00
9725-0000	Water - Interest Income	364.76	208.33	156.43	2,437.31	1,666.64	770.67	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	20,460.17	20,303.74	156.43	189,556.44	188,784.92	771.52	270,000.00
WATER EXPENSE								
9850-0000	Water Usage	16,963.08	22,500.00	5,536.92	138,762.35	180,000.00	41,237.65	270,000.00
	TOTAL WATER	16,963.08	22,500.00	5,536.92	138,762.35	180,000.00	41,237.65	270,000.00
	NET INCOME (LOSS) WATER	3,497.09	-2,196.26	5,693.35	50,794.09	8,784.92	42,009.17	0.00

Balance Sheet (Accrual)
CHELSEA - Contingency - 02 (lms1416c)
October 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	901,616.47
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
1109-0000	Due to Contingency from Operating	45,333.32
	TOTAL ASSETS	1,746,949.79

LIABILITIES

2010-0000	Accounts Payable	14,422.44
	TOTAL LIABILITIES	14,422.44

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	115,210.00
	TOTAL OWNERS' EQUITY	1,732,527.35
	TOTAL LIABILITIES AND EQUITY	1,746,949.79

DATE: NOV. 18 / 2025
ACCOUNTANT: 
PROPERTY MANAGER: 

Budget Comparison (Accrual) CHELSEA - Contingency - 02 (lms1416c) October 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	175,025.36	175,025.36	0.00	262,538.00
4010-6000	Strata Fees - Townhomes	47,598.50	47,598.50	0.00	380,788.00	380,788.00	0.00	571,182.00
4025-0000	Prior Year Surplus (Deficit)	0.00	0.00	0.00	218,000.00	0.00	218,000.00	0.00
	TOTAL	69,476.67	69,476.67	0.00	773,813.36	555,813.36	218,000.00	833,720.00
4031-0000	Interest Income	2,631.49	0.00	2,631.49	67,228.01	0.00	67,228.01	0.00
	TOTAL	2,631.49	0.00	2,631.49	67,228.01	0.00	67,228.01	0.00
	TOTAL INCOME	72,108.16	69,476.67	2,631.49	841,041.37	555,813.36	285,228.01	833,720.00
EXPENSES								
6280-2025	Hot Water Tank Replacement	0.00	0.00	0.00	19,889.10	0.00	-19,889.10	0.00
	TOTAL EXPS. BEFORE UTILITIES	0.00	0.00	0.00	19,889.10	0.00	-19,889.10	0.00
TOWNHOUSE EXPENSES								
6342-2025	2025 Townhouse Envelope Repairs	7,043.86	4,166.67	-2,877.19	42,530.78	33,333.36	-9,197.42	50,000.00
	TOTAL OPERATING EXPS. - T.H.	7,043.86	4,166.67	-2,877.19	42,530.78	33,333.36	-9,197.42	50,000.00
COMMON EXPENSES								
LANDSCAPING & GROUNDS								
6431-2025	Tree Remedial Work	0.00	1,250.00	1,250.00	11,020.80	10,000.00	-1,020.80	15,000.00
6451-2025	Privacy Fencing repairs	0.00	2,083.33	2,083.33	0.00	16,666.64	16,666.64	25,000.00
	TOTAL LANDS. & GROUNDS	0.00	3,333.33	3,333.33	11,020.80	26,666.64	15,645.84	40,000.00
REPAIR & MAINTENANCE- GENERAL								
6511-2025	Painting Project	100,823.43	58,333.33	-42,490.10	475,682.88	466,666.64	-9,016.24	700,000.00
6535-2025	Emergency Repairs-Access &	14,815.50	0.00	-14,815.50	14,815.50	0.00	-14,815.50	0.00
6560-2025	Front Entrance & East Gate Repairs	0.00	12,083.33	12,083.33	159,411.68	96,666.64	-62,745.04	145,000.00
	TOTAL REPAIR & MAINT.	115,638.93	70,416.66	-45,222.27	649,910.06	563,333.28	-86,576.78	845,000.00
ADMINISTRATION								
6968-0000	Depreciation Report	0.00	0.00	0.00	2,480.63	0.00	-2,480.63	0.00
	TOTAL ADMINISTRATION EXPENSES	0.00	0.00	0.00	2,480.63	0.00	-2,480.63	0.00
	TOTAL COMMON EXPENSES	115,638.93	73,749.99	-41,888.94	663,411.49	589,999.92	-73,411.57	885,000.00
	TOTAL EXPENSES	122,682.79	77,916.66	-44,766.13	725,831.37	623,333.28	-102,498.09	935,000.00
	NET INCOME (LOSS)	-50,574.63	-8,439.99	-42,134.64	115,210.00	-67,519.92	182,729.92	-101,280.00

Aged Payables Summary
CHELSEA - Contingency - 02 (lms1416c)
October 2025

Vendor Code	Vendor Name	Amount Payable	Not Yet Due	0 - 30 Days	30 - 60 Days	60 - 90 Days	Over 90 Days
2130772	2130772 Alberta Ltd.	1,492.05	0.00	1,492.05	0.00	0.00	0.00
morin	Morinventive Custom Carpentry	4,718.86	0.00	0.00	4,718.86	0.00	0.00
novapain	Nova Painting Inc	8,211.53	0.00	0.00	8,211.53	0.00	0.00
		14,422.44	0.00	1,492.05	12,930.39	0.00	0.00

Number	Totals By Account Name	Total
6342-2025	2025 Townhouse Envelope Repairs	4,718.86
6511-2025	Painting Project	9,703.58

DECEMBER

Chelsea Gardens Events Calendar

UPCOMING EVENTS

Dec 3
Christmas
Coffee @ 9:15

Dec 7
Christmas
Concert @
2:00

Dec 14
Movie Night
@ 7:00

Dec 19
Ugly
Christmas
Sweater Pizza
Party @4:30

Dec 22
Christmas
Sing-along
@ 7:00

Dec 24
Christmas Eve
in the Pub
@ 5:00
BYOB AND
APPY

Dec 31
NYE Dance
@ 8:00

Jan 1
Polar Bear
Plunge
@ 10:00 am

SUN	MON	TUE	WED	THU	FRI	SAT
	1 Weights/Bands 9:00 2K Walk Away 9:30 Craft & Chat 1:00 Ladies Pool 6:00 Canasta 6:30 Choir 6:30	2 Osteo 9:00 Chair Yoga 9:30 Bridge 6:30 Bible Study 7:00 Poker Pool 7:00	3  Poker 6:00 Whist 6:30	4 Weights/Bands 9:00 2K Walk Away 9:30 Dance – Adv. 2:00 Dance – All 2:30 Euchre 7:00	5 Osteo 9:00 Chair Yoga 9:30 BYOB Pub Night	6
7 	8 Weights/Bands 9:00 2K Walk Away 9:30 Craft & Chat 1:00 Ladies Pool 6:00 Canasta 6:30 Choir 6:30	9 Osteo 9:00 Chair Yoga 9:30 Bridge 6:30 Bible Study 7:00 Poker Pool 7:00	10  Coffee 9:15 Poker 6:00 Whist 6:30	11 Weights/Bands 9:00 2K Walk Away 9:30 Dance – Adv. 2:00 Dance – All 2:30 Euchre 7:00	12 Osteo 9:00 Chair Yoga 9:30 BYOB Pub Night	13
14 	15 Weights/Bands 9:00 2K Walk Away 9:30 Craft & Chat 1:00 Ladies Pool 6:00 Canasta 6:30	16 Osteo 9:00 Chair Yoga 9:30 Bridge 6:30 Bible Study 7:00 Poker Pool 7:00	17  Coffee 9:15 Poker 6:00 Whist 6:30	18 Weights/Bands 9:00 2K Walk Away 9:30 Dance – Adv. 2:00 Dance – All 2:30 Euchre 7:00	19 Osteo 9:00 Chair Yoga 9:30 	20
21	22 Weights/Bands 9:00 2K Walk Away 9:30 Craft & Chat 1:00 Ladies Pool 6:00 	23 Osteo 9:00 Chair Yoga 9:30 Bridge 6:30 Bible Study 7:00 Poker Pool 7:00	24 Coffee 9:15  Christmas Eve in the Pub 5:00 BYOB & APPY 	25 Weights/Bands 9:00 2K Walk Away 9:30 Dance – Adv. 2:00 Dance – All 2:30 Euchre 7:00	26 Osteo 9:00 Chair Yoga 9:30 BYOB Pub Night	27
28	29 Weights/Bands 9:00 2K Walk Away 9:30 Craft & Chat 1:00 Ladies Pool 6:00 Canasta 6:30	30 Osteo 9:00 Chair Yoga 9:30 Bridge 6:30 Bible Study 7:00 Poker Pool 7:00	31 Coffee 9:15  			