



# MONTHLY COUNCIL MEETING MINUTES

Tuesday May 7, 2024

## LOCATION/TIME - 1:00PM LIBRARY

**Council:** Mike Williams, Bob Hyde, Debbie Thorburn, Ron Plankeel, Ashley Orton

**Strata Mgt:** Jesse Train

**Regrets:** Paul Kavanagh, Paul Dhaliwal

## STRATA COUNCIL - 2023/2024

### EXECUTIVES

Bob Hyde - T102  
 Ashley Orton - T243  
 Mike Williams - T219  
 Paul Dhaliwal - T172  
 Debbie Thorburn - T188  
 Paul Kavanagh - T164  
 Ron Plankeel - T272

### Non-Council Assignments:

Zenon Jalbert - T202  
 Marilyn Thomas - T168

### COMMITTEE ASSIGNMENTS

President, Treasurer, Bring Forward  
 Vice President, Security & Privacy, Website  
 Townhouses, Secretary, Roofing, Ponds and Fountains  
 Clubhouse  
 Condominiums, Social Committee Liaison, Minutes  
 Treasurer, Roofing, Emergency Response, Privacy  
 Landscaping, Irrigation, Ponds & Fountains

Website  
 RV

## CARETAKERS

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

Valerie Morris-Weekends On Call, Office Monday, Thursday-Saturday 11:00 am to 1:00 pm

**Emergency only : (604) 834-4578 Email: [chelseagardens1416@outlook.com](mailto:chelseagardens1416@outlook.com)**

**NON-EMERGENCY CALLS - 604-501-0479**

## STRATA MANAGER: CROSSROADS

Strata Manager: Jesse Train [jesse@crpm.ca](mailto:jesse@crpm.ca)

#215- 7445 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](http://www.chelseatoday.org)

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

## **CALL TO ORDER – 1:01 PM**

### **COUNCIL POSITIONS**

The Council discussed the council positions and it was **MOVED, SECONDED and CARRIED** to appoint the Council positions as follows:

Bob Hyde	- T102	President, Treasurer, Bring Forward,
Ashley Orton	- T243	Vice President, Security & Privacy, Website
Mike Williams	- T219	Townhouses, Secretary, Roofing, Ponds & Fountains
Paul Dhaliwal	- T172	Clubhouse
Debbie Thorburn	- T188	Condominiums, Social Committee Liaison, Minutes
Paul Kavanagh	- T164	Treasurer, Roofing, Emergency Response, Privacy
Ron Plankeel	- T272	Landscaping, Irrigation, Ponds & Fountains

Council believes that there are two committees that would be a benefit to Chelsea to be formed.

### **COMMITTEE'S WE ARE LOOKING TO CREATE:**

1. Pest Control Committee
2. Parking Committee

### **ADOPTION OF PREVIOUS MINUTES**

It was **MOVED, SECONDED and CARRIED** to approve the minutes from March.

### **CARETAKER REPORT DEC 2023/JAN 2024 – Don**

- The annual inspection by City Fire has been completed in the Kensington and Mayfair buildings.
- Replacement of smoke detectors continues to progress well with 345 having been replaced and 150 to go. Some units have more than 1 smoke detector, so this represents the number smoke detectors replaced so far, not the number of units completed.
- The reflection pond was drained and cleaned after which the refilling pump would not start but Mike was able to fix it.
- The Mayfair pond was drained and cleaned.
- The swimming pool has been drained in preparation for painting the stairs. Pond's Pool is scheduled to paint the steps and put in the second net post for pool volleyball on May 8th or 9th.
- Fraser Health is scheduled to inspect the pool on May 15th and it is anticipated that the pool will open on Saturday, May 18.
- RooFix has repaired flat roof leaks at Townhomes 108 and 231.
- New light sensors for the some of the Townhomes have arrived and Stable Electric will perform the replacement work.
- The paper towel dispenser in the men's locker room has been replaced.
- The soap dispensers in the both the men's and the women's locker room shower have been replaced.

### **FINANCIAL REPORT – Bob Hyde and Paul Kavanagh**

The Year-end operating results of February 2024 were **MOVED, SECONDED and CARRIED** at the Annual General Meeting.

The financial reports for March are delayed because of the start of the new fiscal year.

It was **MOVED, SECONDED and CARRIED** to remove fines from a unit for bylaw violations that have been resolved.

## **BUSINESS ARISING FROM PREVIOUS MINUTES**

**Pest Control** – So far, the transition from Atlas Pest Control to Orkin has not seen any improvement in our pest situation. We have been waiting for many items to be scheduled and quotes to be reviewed. The council will evaluate Orkin's performance over the next month or so to see if there are any improvements.

Council believes that creating a Pest Control Committee for the complex would be a good idea. The purpose of the committee would be to have specific persons for residents to report pest problems to. The committee would track these reports and the follow-up by Orkin and report to the council and /or the caretaker. It is hoped that this would improve reporting of pest problems, tracking of Orkin's visits and the effectiveness of their treatments.

If you are interested in being on the Pest Control Committee, please contact [jesse@crpm.ca](mailto:jesse@crpm.ca).

**Glass Awning in Clubhouse** – Vetro Glass obtained other options for the glass awning in the clubhouse and they have ordered the glass to be installed soon.

**Expiring Smoke Detectors** – The replacement of expired smokes detectors is on-going.

**Condo Exposed Balcony Surface Painting** – MorInventive and Don are creating a list for the balcony surfaces to be painted. It appears many people have contacted Jeff directly to have this completed, however it was instructed to contact [jesse@crpm.ca](mailto:jesse@crpm.ca) to be added to the list so Morinventive could properly quote on the job to be done.

**Noise Issue Between Condo Units** – Council has investigated and discussed the issues with the residents of the two units. Council has not heard anything further since.

**Tree Assessment Report** - It was **MOVED, SECONDED and CARRIED** to approve the quote from McConkey Arborist to perform a tree assessment report. They will be on site starting May 15<sup>th</sup>.

**Electrical Planning Reports** – We have obtained a couple of quotes and further investigation will take place.

**Mass Pavement Ant Treatment** – Orkin has suggested a complex wide pavement ant treatment. We are waiting for Orkin to supply quotes for this work.

**Excavator/Tractor** – Council will further investigate options for the Strata to be able to obtain an excavator that will cover all the liability questions that were asked at the AGM.

**Window Cleaning** – Council has deferred this discussion for the next Council meeting.

**Building Cleaning** - Council has deferred this discussion for the next Council meeting.

**Complaints About a Specific Unit** – Council is further investigating options in regards to allegations of a unit which may be causing mice and insect issues in the Kensington. The council may have to further investigate all units in the building to identify other possible sources.

**Vehicle Leaking Oil** – The oil leak has been repaired and the stall has been cleaned up.

## **CORRESPONDENCE**

Several requests for alterations were received and were reviewed by Council. Alteration approval letters will be sent to these units.

There have been several letters/complaints about the pest problem of cockroaches in the Kensington Building. Orkin has been advised of the situation and we are waiting for their professional advice and plan to deal with this issue.

There was a request to post a notice of when the office is not staffed. As listed on the cover page of every Monthly Council Meeting Minutes, the office is staffed Monday 11:00 – 1:00 and Thursday to Saturday 11:00 – 1:00. If there are scheduling issues which alter these times, a notice will be posted as requested.

There was a complaint about residents leaving unwanted items in a condo lobby for others to take. This is not to be done and the items found will be disposed of in the garbage. When items are found abandoned in a lobby, the Council needs to be notified and given a timeline of when they would have been deposited there. The cameras can then be reviewed and bylaw violation letters and fines can be levied against the person(s) disposing of the items.

A complaint was made about someone allowing their dog to poop on the front yard of another unit and not picking it up. This is extremely disrespectful and against the bylaws. If anyone witnesses this type of behaviour, please report it to Council so a bylaw violation letter can be sent.

A letter was received questioning what to do with Fobs when you sell your unit. Rule 1.g of our Consolidated Rules states "On possession, a new owner will have five calendar days to register all fobs with the office to prevent deactivation of the fobs. For security reasons, on a periodic basis, owners will be notified to reregister all fobs." In addition, the welcome packages request that new owners verify their fobs with the office.

A request was made to have a block party. It was **MOVED, SECONDED and CARRIED** to allow this.

A request was made to remove a tarp from a townhouse roof. This will be done.

A complaint was made about the number of shopping carts in the underground of the Kensington. Excess shopping carts will be removed.

After a landscaping alteration, a resident expressed the concern that there is Japanese Knotweed in her yard. This has since been investigated and the plant is Viburnum, not Japanese Knotweed.

A request was made to repair some irrigation heads in a yard. This will be reviewed by the irrigation committee.

A request was made to replace the exterior water faucet of a unit as it is not operable. The council will review.

A complaint was received that the work order system is not sufficient. The council thanks this person for their opinion.

A complaint was received about a woodpecker causing a disturbance. Don has installed bird spikes in the area however it has not deterred the woodpecker/flicker. The council will investigate what else can be done.

A ceiling stain was discovered from a roof leak. The Owner is wondering when Council will arrange for the ceiling to be repaired. This is due to an inadequate repair done on the roof therefore the strata will pay for repair of the resulting damage.

A request was made to have a garbage policy put in place. It is a great idea but would be impossible to enforce.

There were some questions on levy payment options. These are answered in the AGM minutes.

There were questions about the strata maintenance fees and why some went up and some went down. It was explained in the AGM notice. The reason is that the water levy increased. This is an equal charge to all owners and the owners with smaller unit entitlements ended up receiving an increase in fees as that water levy increase was more significant than the reduction in their operational fees.

There was a report of a dog attack from a visiting dog. The council will send a letter to the resident involved and find out further information.

There have been complaints about a vehicle continuing to violate visitor parking in the Kensington. Notices have been put on this vehicle. No arrangements have been made with the Council or the caretakers to utilize visitor parking in this way. Therefore, if found in visitor parking again the vehicle will be towed.

As there have been many instances of vehicles abusing the visitor parking throughout the complex, Council is considering enlisting the help of a Parking Committee to monitor this situation. If you are interested in being on the Parking Committee, please contact [jesse@crpm.ca](mailto:jesse@crpm.ca).

A request was made to install a retractable sunshade. This was approved.

A further complaint was received about the warm air in the Windsor building. This has been investigated and no further action is needed as the Make Up Air Unit is running properly. The warm air in the 2<sup>nd</sup> floor hallway is due to the re-circulation line in the ceiling that radiates heat. There is no room to add insulation to the pipes and this was part of the reason for installing AC units for the condos. We are having fluctuating weather conditions right now which can cause for higher-than-normal temperatures in the hallways. Once the weather heats up a bit more the AC units will be turned on.

A complaint was made about bird droppings being discovered in the hallways of the Kensington. A letter has been sent to the suspected source unit.

A request was received from some owners who wished to repaint the benches in front of the Kensington. Council approved the request and these residents may proceed.

A request was made to paint the wooden stairs in front of the Kensington. Council approved this as long as it is done with a natural-colored stain and not paint.

## **COMMITTEE REPORTS**

### **CONDOMINIUMS – Debbie**

- There is a leaking pipe in the Mayfair parkade from an isolation valve in the sprinkler system that is wearing out. Unfortunately, there are 4 valves in the building which will need to be checked before repairs can proceed. The work will then be done by City Fire.
- A pressure release valve on a hot water pipe in the Mayfair mechanical room malfunctioned and was replaced by Westec.
- Dumping at the garbage / recycling area of the Kensington remains a problem.
- Shopping carts are again accumulating in the Kensington parkade. Excess carts will be removed and owners are requested not to bring in more carts or to keep carts in their units, leading others to believe that there is an inadequate supply of carts.
- The annual fire inspection by City Fire has been completed in the Mayfair and Kensington

### **TOWNHOUSES – Mike**

- No Report

### **CLUBHOUSE – Paul D**

- No Report

### **LANDSCAPING - Ron**

- Lawns will have fertilizer and moss control applied this month.
- An arborist will do an assessment of the trees in Chelsea Gardens.
- The arborist will prune trees that are beyond the scope of Allen Bros.
- We are always looking for volunteers to help.

## **SAFETY AND SECURITY – Ashley**

- No Report.

## **IRRIGATION – Ron**

- Irrigation crews are in the process of startup.

## **SOCIAL COMMITTEE**

- After a slow start for signing up, our Volunteer Appreciation was well attended with more than 80 people in attendance. We are so grateful for all of them. Without their help our strata fees would have to be much higher. Because of them we were able to finance the new snooker table and poolroom refurbishing. The irrigation crew will also be saving us thousands of dollars with the wet, backbreaking work that they do on our old system. Our last event was a Taco Night last Friday, and we saw lots of people there.

## **ADMINISTRATION**

- FOB and Work order data has been backed up.

## **PONDS AND FOUNTAINS – Ron**

- Turtles are back in the pond.
- Mike is looking at enhancing the fountains (thanks Mike). Bob, May, Evelyn and Vivian have taken on feeding the fish and turtles

## **RV LOT – Paul D**

- The RV lot cleaning will be July 17, 18 and 19, please look for notices. All vehicles will have to be removed for at least 2 days.
- It was noted that the President's report in the AGM minutes was not updated to have Marilyn Thomas as the RV committee lead.

## **ROOFING COMMITTEE – Paul K**

- It was **MOVED, SECONDED and CARRIED** to approve MacKirk to do the roof replacement project. It has been proposed to council to have the roof project wrapped into 1 phase and potentially be completed by end of Spring 2025. The Roofing contractor said they would commit to the payment schedule of 2 phases. Council will officially make this decision at the roof start up meeting on May 16<sup>th</sup> 2024.
- It was noted that the resolution for the Roof Replacement noted a range of how much the levies were. **The amounts noted were \$4363.64 - \$6181.82 but should have read \$3324.51 - \$8411.41.** It was discussed at the AGM, however, the resolution was not amended to clarify this error as in the resolution refers to the actual levy schedule for reference of what each units levy was. This levy schedule was sent out to each unit and is included in the AGM minutes for everyone's reference.
- Please refer the attached levy notice form. Refer the levy schedules included in the AGM Minutes.

## **INVESTMENT COMMITTEE – Paul K**

- No Report

## **EMERGENCY PREPAREDNESS – Paul K**

- See full report attached.

## **NEW BUSINESS**

**Leaks and Resulting Damage** – Attached to these minutes is a flow chart of how the Strata will respond to damage resulting from water leaks.

**Fireplace Chimney Cleaning** – Council will investigate the option of cleaning fireplace venting.

**Composted Bark Mulch Delivery** – There will be a delivery of composted bark mulch on May 23<sup>rd</sup> for residents to put in their gardens. Please do not to add so much mulch to your gardens that soil is against the building envelope. This causes rotting of the effected envelope which in turn allows entry to rodents.

**Leaking Sprinkler Pipe** – City Fire will be repairing a sprinkler line leak in the Mayfair.

**Fill-in Caretaker Helper** – It was **MOVED, SECONDED and CARRIED** to appoint Scott Mcfadyen to help Don out while David is away on holidays. He will be compensated for his time at the same rate as David.

**Door Framework** – Jeff will repair a balcony door frame in the Mayfair.

**Girl Guide Cookie Sales** – In the fall there will be notices up about the sale of Girl Guide cookies. As soliciting is not permitted on the property this will take place outside the front entrance of Chelsea Gardens so that residents wishing to purchase them can easily go to the Girl Guides to get them.

**Fishpond Pump** – The internal filter has been replaced.

**Trash and Treasure Day** – June 15<sup>th</sup> is trash and treasure day. Notices will be posted.

**Rules For Rental of Fireside Lounge** – Council and Social committee are reviewing these rules. It is suggested that access to the mezzanine above the fireside room would not be part of the rental.

**Speed Bumps** – Council have been requested to investigate speed bumps for the complex. Further investigation will be carried out to determine if this is a realistic option for Chelsea Gardens.

**Windsor Boiler Relief Valve** – It was **MOVED, SECONDED and CARRIED** to approve replacing a failed boiler relief valve in the Windsor mechanical room.

**Snooker Table Purchase** – It was **MOVED, SECONDED and CARRIED** to allow the Social Committee to purchase a new snooker table.

**Intruder on April 4<sup>th</sup>** – An unwanted visitor came into Chelsea Gardens during the daytime. Residents are requested to report any suspicious persons on the property to either Don (if he is on site) or to the police via 911. The suspicion is that this person was looking for any easy theft opportunity, including small items in unlocked cars.

**East Gate Kiosk** – Council will obtain quotes for work to be done on the East Gate Kiosk.

**Kensington Bench at Entrance** – The Kensington bench that was removed for safety reasons will be replaced. Benches will be replaced on failure or repaired/refurbished.

**Front Gate Issues** – Council is investigating the front gate issues.

**Storage of Items** – It is reminded that common property and limited common property is not a place to be used for storage.

## **ADJOURNMENT**

The meeting was adjourned at 5:26PM

The next Council meeting is May 28<sup>th</sup>, 2024

**MASKS, ALTHOUGH NO LONGER MANDATORY, ARE STRONGLY RECOMMENDED IN ALL COMMON AREAS OF THE CLUBHOUSE AND THE APARTMENTS. OWNERS WHO HAVE TESTED POSITIVE FOR COVID ARE REQUIRED TO QUARANTINE FOR A PERIOD OF FIVE DAYS AND THEN, AFTER THAT QUARANTINE PERIOD, WEAR MASKS FOR FIVE DAYS WHETHER INSIDE OR OUTSIDE**



# CHELSEA GARDENS EMERGENCY PREPAREDNESS

**APRIL 2024**



## RESOURCES AND SUPPLIES

The Chelsea Gardens Emergency Preparedness and Response Program consists of more than 50 residents who contribute their time and skills to prepare for and respond to an emergency. We all hope that a disaster will not strike, but have seen it happen elsewhere and know that it is wise to be prepared.

Being prepared includes having equipment and supplies on hand that may be required in an emergency. Most of this material is kept in a locked storage container in the RV lot, and some in the clubhouse or with team members. Some supplies have been donated or hand-crafted, while the rest were purchased over several years. Some of this equipment can be borrowed for use by residents or groups within the complex.

Here is a partial list of what we have on hand:

- 2 large shelter tents (also used for Canada Day and other social events)
- 2 portable gas generators, along with fuel, and 2 power inverters that can be used to generate electricity from a car.
- Flood lamps, pry bar, chain saw and sledge hammer (for search and rescue)
- Blankets, propane heaters, camp stove, porta-potties and a portable water filtration system
- First aid kits (one in clubhouse), first aid training supplies and a back board
- Walkers, wheelchairs and crutches (available to be borrowed)
- Ham radio (for contact with community groups and emergency services)
- Pet carriers

We are constantly refreshing and replacing these supplies and assessing future needs.

**DID YOU KNOW?** It costs less than \$1 per month per strata unit to keep this program going – a very cost-effective insurance policy! Most of this funding is used to acquire resources for long-term preparedness.

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](mailto:kdmcleod@telus.net), or 778.591.3999.

**Balance Sheet (Accrual)**  
**CHELSEA - Contingency - 02 (lms1416c)**  
**February 2024**

**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	3,345,419.95
1038-1334	Prospera GIC - 4.7860% - Feb.27/24	0.00
1038-1335	Prospera GIC - 4.7860% - Feb.27/24	0.00
1038-1336	Prospera GIC - 4.7860% - Feb.27/24	0.00
1038-1337	Prospera GIC - 4.7860% - Feb.27/24	0.00
1106-0000	Insurance Claim Receivable	147,191.42
1109-0100	Due to CRF from Operating-Insurance	0.00
<b>TOTAL ASSETS</b>		<b>3,492,611.37</b>

**LIABILITIES**

2010-0000	Accounts Payable	3,372.90
2012-2500	Accrued Expenses	10,381.80
<b>TOTAL LIABILITIES</b>		<b>13,754.70</b>

**OWNERS EQUITY**

**RESERVES**

3500-0000	Net Income - Prior Years	2,921,721.81
3510-0000	Net Income - Current Year	557,134.86
<b>TOTAL OWNERS' EQUITY</b>		<b>3,478,856.67</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>3,492,611.37</b>

Date: MAR 27 2024  
Accountant: [Signature]  
Property Manager: [Signature]

## Budget Comparison (Accrual) CHELSEA - Contingency - 02 (lms1416c) February 2024

Prepared For:  
CHELSEA - Contingency - 02  
  
Surrey, BC

Prepared By:  
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	MTD Actual	MTD Budget	\$ Var	YTD Actual	YTD Budget	\$ Var	Annual	
<b>INCOME</b>								
4010-5000	Strata Fees - Apartments	21,036.75	21,036.75	0.00	252,441.00	252,441.00	0.00	252,441.00
4010-6000	Strata Fees - Townhomes	45,767.75	45,767.75	0.00	549,213.00	549,213.00	0.00	549,213.00
	<b>TOTAL</b>	<b>66,804.50</b>	<b>66,804.50</b>	<b>0.00</b>	<b>801,654.00</b>	<b>801,654.00</b>	<b>0.00</b>	<b>801,654.00</b>
4031-0000	Interest Income	58,718.27	0.00	58,718.27	156,959.13	0.00	156,959.13	0.00
4031-6000	Interest Income- Insur. Loan	1,630.83	1,630.87	-0.04	19,569.96	19,570.00	-0.04	19,570.00
	<b>TOTAL</b>	<b>60,349.10</b>	<b>1,630.87</b>	<b>58,718.23</b>	<b>176,529.09</b>	<b>19,570.00</b>	<b>156,959.09</b>	<b>19,570.00</b>
	<b>TOTAL INCOME</b>	<b>127,153.60</b>	<b>68,435.37</b>	<b>58,718.23</b>	<b>978,183.09</b>	<b>821,224.00</b>	<b>156,959.09</b>	<b>821,224.00</b>
<b>TOWNHOUSE EXPENSES</b>								
6342-2023	2023 Townhouse Envelope Repairs	0.00	7,083.37	7,083.37	40,928.06	85,000.00	44,071.94	85,000.00
6344-2023	Garage Doors	0.00	4,166.63	4,166.63	50,971.20	50,000.00	-971.20	50,000.00
6345-2023	Townhouse Roof	2,520.00	16,666.63	14,146.63	190,099.79	200,000.00	9,900.21	200,000.00
	<b>TOTAL OPERATING EXPS. - T.H.</b>	<b>2,520.00</b>	<b>27,916.63</b>	<b>25,396.63</b>	<b>281,999.05</b>	<b>335,000.00</b>	<b>53,000.95</b>	<b>335,000.00</b>
<b>REPAIR &amp; MAINTENANCE- GENERAL</b>								
6510-2023	Sinkhole Remediation	0.00	0.00	0.00	10,536.75	0.00	-10,536.75	0.00
6521-2023	Fire Equipment Replacement	3,372.90	8,333.37	4,960.47	68,271.83	100,000.00	31,728.17	100,000.00
	<b>TOTAL REPAIR &amp; MAINT.</b>	<b>3,372.90</b>	<b>8,333.37</b>	<b>4,960.47</b>	<b>78,808.58</b>	<b>100,000.00</b>	<b>21,191.42</b>	<b>100,000.00</b>
<b>RECREATION CENTRE - COMMON</b>								
6707-2023	Clubhouse Roof Replacement	0.00	12,500.00	12,500.00	0.00	150,000.00	150,000.00	150,000.00
6708-2023	Clubhouse Pool Liner Replacement	0.00	1,666.63	1,666.63	19,051.20	20,000.00	948.80	20,000.00
6709-2023	Pool Skimmer Replacement	0.00	0.00	0.00	11,495.40	0.00	-11,495.40	0.00
6712-2023	Clubhouse Awning Restoration	0.00	3,333.37	3,333.37	29,694.00	40,000.00	10,306.00	40,000.00
	<b>TOTAL OPER. EXPS-REC. CENTRE</b>	<b>0.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>60,240.60</b>	<b>210,000.00</b>	<b>149,759.40</b>	<b>210,000.00</b>
	<b>TOTAL COMMON EXPENSES</b>	<b>3,372.90</b>	<b>25,833.37</b>	<b>22,460.47</b>	<b>139,049.18</b>	<b>310,000.00</b>	<b>170,950.82</b>	<b>310,000.00</b>
	<b>TOTAL EXPENSES</b>	<b>5,892.90</b>	<b>53,750.00</b>	<b>47,857.10</b>	<b>421,048.23</b>	<b>645,000.00</b>	<b>223,951.77</b>	<b>645,000.00</b>
	<b>NET INCOME (LOSS)</b>	<b>121,260.70</b>	<b>14,685.37</b>	<b>106,575.33</b>	<b>557,134.86</b>	<b>176,224.00</b>	<b>380,910.86</b>	<b>176,224.00</b>

**Balance Sheet (Accrual)**  
**CHELSEA - Operations - 02 (lms1416)**  
**February 2024**

**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	226,934.71
1027-0000	Bank - Water Surcharge	64,431.61
1028-1300	Bank - Golf Tournament Funds	3,412.15
1029-0000	Bank - Apt Utilities	55,956.07
1030-0000	Bank - Exercise Room	1,333.14
1040-0000	Bank - Social Committee	6,305.33
1200-0000	Prepaid Insurance	0.00
1300-0000	Accounts Receivable	5,281.12
1301-0000	A/R - Other	0.00
	<b>TOTAL ASSETS</b>	<b>363,871.48</b>

**LIABILITIES**

2010-0000	Accounts Payable	110,706.43
2014-0000	Accrued Water & Sewer	0.00
2017-0000	Social Committee Fund	6,305.33
2018-0000	Exercise Room	1,333.14
2019-0000	Golf Tournament Fund	3,412.15
2035-0000	Security Deposits	300.00
2040-0003	Due to Contingency-Insurance	0.00
2170-0000	Vacation Payable	4,032.03
2250-0000	Pre-Paid Fees	1,018.36
	<b>TOTAL LIABILITIES</b>	<b>127,107.44</b>

**OWNERS EQUITY**

**RESERVES**

3500-0000	Net Income - Prior Years	10,768.92
3510-0000	Net Income - Current Year	178,650.19
3510-2000	Net Income - Utilities	41,978.96
3510-3000	Net Income - Water & Sewer	5,365.97
	<b>TOTAL OWNERS' EQUITY</b>	<b>236,764.04</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>363,871.48</b>

Date: MAR 27 2024  
Accountant: \_\_\_\_\_  
Property Manager: \_\_\_\_\_

## Budget Comparison (Accrual) CHELSEA - Operations - 02 (lms1416) February 2024

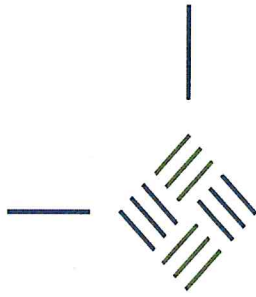
Prepared For:  
CHELSEA - Operations - 02  
  
Surrey, BC

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	
<b>INCOME</b>								
4010-0000	Strata Fees	71,444.60	71,444.37	0.23	857,326.61	857,332.00	-5.39	857,332.00
4012-0000	CRF Strata Fees - Apartments	-21,036.75	-21,036.75	0.00	-252,441.00	-252,441.00	0.00	-252,441.00
4015-0000	Parking, Scooter & EV Parking	656.00	625.00	31.00	8,471.00	7,500.00	971.00	7,500.00
4022-0000	Move in/out	0.00	83.37	-83.37	2,100.00	1,000.00	1,100.00	1,000.00
4025-0000	Prior Year Surplus (Deficit)	1,040.42	1,040.38	0.04	12,485.04	12,485.00	0.04	12,485.00
	<b>TOTAL</b>	<b>52,104.27</b>	<b>52,156.37</b>	<b>-52.10</b>	<b>627,941.65</b>	<b>625,876.00</b>	<b>2,065.65</b>	<b>625,876.00</b>
4030-0000	Strata Fees	133,013.42	133,013.38	0.04	1,596,161.04	1,596,161.00	0.04	1,596,161.00
4032-0000	CRF Strata Fees - Townhomes	-45,767.75	-45,767.75	0.00	-549,213.00	-549,213.00	0.00	-549,213.00
4037-0000	Prior Year Surplus	2,615.25	2,615.25	0.00	31,383.00	31,383.00	0.00	31,383.00
	<b>TOTAL</b>	<b>89,860.92</b>	<b>89,860.88</b>	<b>0.04</b>	<b>1,078,331.04</b>	<b>1,078,331.00</b>	<b>0.04</b>	<b>1,078,331.00</b>
<b>OTHER</b>								
4040-0000	Rental - Fireside Lounge	150.00	66.63	83.37	1,400.00	800.00	600.00	800.00
4045-0000	Rental - Caretaker Suite	600.00	600.00	0.00	7,200.00	7,200.00	0.00	7,200.00
4050-0000	Rental - Guest Suites	1,050.00	750.00	300.00	12,250.00	9,000.00	3,250.00	9,000.00
4055-0000	R.V. Parking	850.00	833.37	16.63	9,525.00	10,000.00	-475.00	10,000.00
4060-0000	Miscellaneous	5.00	0.00	5.00	90.00	0.00	90.00	0.00
4061-0000	Bylaw Fines	0.00	0.00	0.00	50.00	0.00	50.00	0.00
4062-0000	Dish and Cutlery Rental	0.00	0.00	0.00	100.00	0.00	100.00	0.00
4065-0000	Interest Income	1,207.79	125.00	1,082.79	11,002.26	1,500.00	9,502.26	1,500.00
4066-0000	Remote Control Sale	170.00	150.00	20.00	3,463.00	1,800.00	1,663.00	1,800.00
4084-0000	Keys	0.00	0.00	0.00	30.00	0.00	30.00	0.00
	<b>TOTAL OTHER</b>	<b>4,032.79</b>	<b>2,525.00</b>	<b>1,507.79</b>	<b>45,110.26</b>	<b>30,300.00</b>	<b>14,810.26</b>	<b>30,300.00</b>
	<b>TOTAL INCOME</b>	<b>145,997.98</b>	<b>144,542.25</b>	<b>1,455.73</b>	<b>1,751,382.95</b>	<b>1,734,507.00</b>	<b>16,875.95</b>	<b>1,734,507.00</b>
<b>EXPENSES</b>								
6030-0000	Apt Janitor/Contract Services	2,089.50	2,500.00	410.50	25,074.00	30,000.00	4,926.00	30,000.00
6208-0000	Building Maint. - Apartments	24,074.24	3,333.37	-20,740.87	40,423.59	40,000.00	-423.59	40,000.00
6215-0000	Equipment Maint.-Apartments	2,176.47	6,250.00	4,073.53	49,914.23	75,000.00	25,085.77	75,000.00
6268-0050	Elevator Maint. - Apartments	1,327.65	1,458.37	130.72	19,120.14	17,500.00	-1,620.14	17,500.00
6275-0000	Gate & Door Maint. - Apartment	1,943.08	500.00	-1,443.08	5,077.66	6,000.00	922.34	6,000.00
6279-0000	Garbage Pick-up - Apts.	1,779.64	2,250.00	470.36	22,771.36	27,000.00	4,228.64	27,000.00
	<b>TOTAL EXPS. BEFORE UTILITIES</b>	<b>33,390.58</b>	<b>16,291.74</b>	<b>-17,098.84</b>	<b>162,380.98</b>	<b>195,500.00</b>	<b>33,119.02</b>	<b>195,500.00</b>
<b>TOWNHOUSE EXPENSES</b>								
6315-0000	Building Maint. - Townhomes	3,403.70	5,166.63	1,762.93	58,127.73	62,000.00	3,872.27	62,000.00
6320-0000	Garbage Pick-up - Townhomes	5,443.37	6,666.63	1,223.26	68,378.82	80,000.00	11,621.18	80,000.00
	<b>TOTAL OPERATING EXPS. - T.H.</b>	<b>8,847.07</b>	<b>11,833.26</b>	<b>2,986.19</b>	<b>126,506.55</b>	<b>142,000.00</b>	<b>15,493.45</b>	<b>142,000.00</b>
<b>COMMON EXPENSES</b>								
<b>LANDSCAPING &amp; GROUNDS</b>								
6415-0000	Landscape Contract	14,070.00	14,166.63	96.63	168,840.00	170,000.00	1,160.00	170,000.00
6425-0000	Drainage Repair & Maint-Ground	787.50	1,666.63	879.13	6,598.09	20,000.00	13,401.91	20,000.00
6435-0000	Plant Replacement & Imp-Ground	0.00	1,083.37	1,083.37	5,565.00	13,000.00	7,435.00	13,000.00
6440-0000	Irrigation System	0.00	333.37	333.37	1,375.29	4,000.00	2,624.71	4,000.00
6455-0000	Snow Removal	693.00	1,166.63	473.63	11,208.00	14,000.00	2,792.00	14,000.00
	<b>TOTAL LANDS. &amp; GROUNDS</b>	<b>15,550.50</b>	<b>18,416.63</b>	<b>2,866.13</b>	<b>193,586.38</b>	<b>221,000.00</b>	<b>27,413.62</b>	<b>221,000.00</b>
<b>REPAIR &amp; MAINTENANCE- GENERAL</b>								
6510-0000	Repair & Maintenance	345.00	1,583.37	1,238.37	15,506.21	19,000.00	3,493.79	19,000.00
6515-0000	Equipment Rep. & Maint.-Common	52.17	1,083.37	1,031.20	15,107.13	13,000.00	-2,107.13	13,000.00
6520-0000	Supplies Equipment - Common	939.72	416.63	-523.09	11,190.64	5,000.00	-6,190.64	5,000.00
6525-0000	Supplies Maintenance-Common	0.00	208.37	208.37	2,490.56	2,500.00	9.44	2,500.00
6530-0000	Supplies Cleaning - Common	0.00	41.63	41.63	0.00	500.00	500.00	500.00
6535-0000	Enterphone and Security	115.55	791.63	676.08	5,111.32	9,500.00	4,388.68	9,500.00
6560-0000	Gate Repair & Maint. - Common	298.67	291.63	-7.04	5,644.59	3,500.00	-2,144.59	3,500.00
6565-0000	Pest Control - Common	877.80	1,333.37	455.57	10,589.85	16,000.00	5,410.15	16,000.00
	<b>TOTAL REPAIR &amp; MAINT.</b>	<b>2,628.91</b>	<b>5,750.00</b>	<b>3,121.09</b>	<b>65,640.30</b>	<b>69,000.00</b>	<b>3,359.70</b>	<b>69,000.00</b>

<b>UTILITIES</b>								
6576-0000	Electricity	-80.02	200.00	280.02	1,804.54	2,400.00	595.46	2,400.00
6577-0000	Electricity Ponds - Common	209.48	466.63	257.15	4,686.88	5,600.00	913.12	5,600.00
6580-0000	Electricity Stream - Common	-423.27	733.37	1,156.64	6,134.09	8,800.00	2,665.91	8,800.00
6595-0000	Telephone Caretaker	95.20	141.63	46.43	1,154.22	1,700.00	545.78	1,700.00
	<b>TOTAL UTILITIES</b>	<b>-198.61</b>	<b>1,541.63</b>	<b>1,740.24</b>	<b>13,779.73</b>	<b>18,500.00</b>	<b>4,720.27</b>	<b>18,500.00</b>
<b>RV LOT EXPENSES</b>								
6640-0000	Repair & Maintenance - RV Lot	0.00	125.00	125.00	0.00	1,500.00	1,500.00	1,500.00
6690-0000	Electricity - RV Lot	58.30	79.13	20.83	788.25	950.00	161.75	950.00
	<b>TOTAL OPERATING EXPS-RV LOT</b>	<b>58.30</b>	<b>204.13</b>	<b>145.83</b>	<b>788.25</b>	<b>2,450.00</b>	<b>1,661.75</b>	<b>2,450.00</b>
<b>RECREATION CENTRE - COMMON</b>								
6710-0000	Bldg Repair & Maint-Rec Centre	0.00	750.00	750.00	4,374.89	9,000.00	4,625.11	9,000.00
6712-0000	Equip. Rep. & Maint.-Clubhouse	1,266.87	2,083.37	816.50	8,805.24	25,000.00	16,194.76	25,000.00
6715-0000	Lock Up Costs - Rec. Centre	80.00	175.00	95.00	1,120.00	2,100.00	980.00	2,100.00
6725-0000	Exercise Equip R & M-Rec Centr	0.00	1,000.00	1,000.00	11,175.15	12,000.00	824.85	12,000.00
6730-0000	Workshop R & M-Rec. Centre	0.00	83.37	83.37	251.27	1,000.00	748.73	1,000.00
6735-0000	Pool Repair & Maint.-Rec. Cent	132.82	750.00	617.18	7,334.06	9,000.00	1,665.94	9,000.00
6740-0000	Pool Supplies & Chemicals-Rec.	0.00	458.37	458.37	4,292.18	5,500.00	1,207.82	5,500.00
6750-0000	Cleaning Supplies-Rec. Centre	0.00	183.37	183.37	2,335.73	2,200.00	-135.73	2,200.00
6755-0000	Window & Carpet Cleaning-Rec.	0.00	83.37	83.37	0.00	1,000.00	1,000.00	1,000.00
6764-0000	Electricity - Rec. Centre	-150.05	2,000.00	2,150.05	19,309.11	24,000.00	4,690.89	24,000.00
6765-0000	Gas - Rec. Centre	1,335.42	2,166.63	831.21	14,383.35	26,000.00	11,616.65	26,000.00
	<b>TOTAL OPER. EXPS-REC. CENTRE</b>	<b>2,665.06</b>	<b>9,733.48</b>	<b>7,068.42</b>	<b>73,380.98</b>	<b>116,800.00</b>	<b>43,419.02</b>	<b>116,800.00</b>
<b>SALARIES &amp; BENEFITS</b>								
6820-0000	Caretaker Salary and Benefits	4,583.34	5,000.00	416.66	54,788.55	60,000.00	5,211.45	60,000.00
6830-0000	Caretaker Assistant Wages	1,276.10	1,625.00	348.90	15,167.36	19,500.00	4,332.64	19,500.00
6865-0000	R. C. Janitor Wages and Ben.	1,680.00	1,833.37	153.37	20,160.00	22,000.00	1,840.00	22,000.00
6875-0000	Payroll Costs	894.55	1,000.00	105.45	10,036.49	12,000.00	1,963.51	12,000.00
6890-0000	Workers Compensation Board	614.92	125.00	-489.92	667.42	1,500.00	832.58	1,500.00
	<b>TOTAL SALARIES &amp; PAYROLL COSTS</b>	<b>9,048.91</b>	<b>9,583.37</b>	<b>534.46</b>	<b>100,819.82</b>	<b>115,000.00</b>	<b>14,180.18</b>	<b>115,000.00</b>
<b>OFFICE EXPENSES</b>								
6910-0000	Equipment Rep. & Maint.-Office	0.00	91.63	91.63	854.71	1,100.00	245.29	1,100.00
6915-0000	Supplies	0.00	75.00	75.00	330.16	900.00	569.84	900.00
6920-0000	Telephone & Cable - Office	316.68	291.63	-25.05	3,759.72	3,500.00	-259.72	3,500.00
	<b>TOTAL OFFICE EXPENSES</b>	<b>316.68</b>	<b>458.26</b>	<b>141.58</b>	<b>4,944.59</b>	<b>5,500.00</b>	<b>555.41</b>	<b>5,500.00</b>
<b>ADMINISTRATION</b>								
6970-0000	AGM Expenses - Admin.	0.00	416.63	416.63	3,850.75	5,000.00	1,149.25	5,000.00
6975-0000	Council Expenses - Admin.	0.00	291.63	291.63	2,142.61	3,500.00	1,357.39	3,500.00
6980-0000	Legal Expenses	0.00	375.00	375.00	1,093.86	4,500.00	3,406.14	4,500.00
6984-0000	Postage and Printing	735.12	1,416.63	681.51	8,964.49	17,000.00	8,035.51	17,000.00
6985-0000	Insurance Appraisal	0.00	16.63	16.63	0.00	200.00	200.00	200.00
6990-0000	Insurance Premiums	58,877.00	58,877.00	0.00	706,524.00	706,524.00	0.00	706,524.00
6992-0000	Insurance Carrying Charges	1,630.83	1,630.87	0.04	19,569.96	19,570.00	0.04	19,570.00
7000-0000	Management Fees	6,988.58	6,988.62	0.04	83,862.96	83,863.00	0.04	83,863.00
7000-1000	Strata Management- Extras	472.50	0.00	-472.50	472.50	0.00	-472.50	0.00
7010-0000	Property Taxes - Admin.	0.00	54.13	54.13	542.47	650.00	107.53	650.00
7020-0000	Security - Admin.	0.00	166.63	166.63	0.00	2,000.00	2,000.00	2,000.00
7023-0000	Emergency Preparedness	1,249.21	333.37	-915.84	3,293.38	4,000.00	706.62	4,000.00
7025-0000	Bank Charges	10.00	12.50	2.50	120.00	150.00	30.00	150.00
7030-0000	Strata Web Site	0.00	33.37	33.37	266.07	400.00	133.93	400.00
7051-0000	Statutory Financial Review	0.00	116.63	116.63	202.13	1,400.00	1,197.87	1,400.00
	<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>69,963.24</b>	<b>70,729.64</b>	<b>766.40</b>	<b>830,905.18</b>	<b>848,757.00</b>	<b>17,851.82</b>	<b>848,757.00</b>
	<b>TOTAL COMMON EXPENSES</b>	<b>100,032.99</b>	<b>116,417.14</b>	<b>16,384.15</b>	<b>1,283,845.23</b>	<b>1,397,007.00</b>	<b>113,161.77</b>	<b>1,397,007.00</b>
	<b>TOTAL EXPENSES</b>	<b>142,270.64</b>	<b>144,542.14</b>	<b>2,271.50</b>	<b>1,572,732.76</b>	<b>1,734,507.00</b>	<b>161,774.24</b>	<b>1,734,507.00</b>
	<b>NET INCOME (LOSS)</b>	<b>3,727.34</b>	<b>0.11</b>	<b>3,727.23</b>	<b>178,650.19</b>	<b>0.00</b>	<b>178,650.19</b>	<b>0.00</b>
<b>REVENUE UTILITIES</b>								
<b>REVENUE - APARTMENT UTILITIES</b>								
9260-0000	Utilities Income - Apts.	15,531.50	15,531.50	0.00	186,378.00	186,378.00	0.00	186,378.00
9262-0000	Utilities Interest Income	253.03	0.00	253.03	2,457.40	0.00	2,457.40	0.00
9264-0000	Prior Year Surplus (Deficit)	0.00	0.00	0.00	22,706.95	22,707.00	-0.05	22,707.00
	<b>TOTAL APARTMENT UTILITIES</b>	<b>15,784.53</b>	<b>15,531.50</b>	<b>253.03</b>	<b>211,542.35</b>	<b>209,085.00</b>	<b>2,457.35</b>	<b>209,085.00</b>
<b>UTILITY EXPENSES</b>								
<b>ELECTRICITY - APARTMENTS</b>								
9360-0000	Electricity Kens & Mayfair	2,151.03	2,756.25	605.22	29,959.07	33,075.00	3,115.93	33,075.00
9365-0000	Electricity Windsor	2,222.62	1,750.00	-472.62	19,682.99	21,000.00	1,317.01	21,000.00
	<b>TOTAL ELECTRICITY - APART.</b>	<b>4,373.65</b>	<b>4,506.25</b>	<b>132.60</b>	<b>49,642.06</b>	<b>54,075.00</b>	<b>4,432.94</b>	<b>54,075.00</b>

<b>GAS - APARTMENTS</b>								
9410-0000	Gas - Mayfair	3,018.72	2,741.63	-277.09	26,721.28	32,900.00	6,178.72	32,900.00
9420-0000	Gas - Kensington	5,588.93	5,217.50	-371.43	49,190.88	62,610.00	13,419.12	62,610.00
9430-0000	Gas - Windsor	5,369.46	4,958.37	-411.09	44,009.17	59,500.00	15,490.83	59,500.00
	<b>TOTAL GAS - APARTMENTS</b>	<b>13,977.11</b>	<b>12,917.50</b>	<b>-1,059.61</b>	<b>119,921.33</b>	<b>155,010.00</b>	<b>35,088.67</b>	<b>155,010.00</b>
	<b>TOTAL UTILITIES - APARTMENT</b>	<b>18,350.76</b>	<b>17,423.75</b>	<b>-927.01</b>	<b>169,563.39</b>	<b>209,085.00</b>	<b>39,521.61</b>	<b>209,085.00</b>
	<b>NET INCOME (LOSS) UTILITIES</b>	<b>-2,566.23</b>	<b>-1,892.25</b>	<b>-673.98</b>	<b>41,978.96</b>	<b>0.00</b>	<b>41,978.96</b>	<b>0.00</b>
<b>REVENUE - WATER INCOME</b>								
9650-0000	Water - Apartments	5,760.00	5,760.00	0.00	69,120.00	69,120.00	0.00	69,120.00
9700-0000	Water - Townhouses	8,424.00	8,424.00	0.00	101,088.00	101,088.00	0.00	101,088.00
9725-0000	Water - Interest Income	290.48	0.00	290.48	3,766.96	0.00	3,766.96	0.00
9745-0000	Prior Year Surplus (Deficit)	0.00	0.00	0.00	22,295.84	22,296.00	-0.16	22,296.00
	<b>TOTAL WATER INCOME</b>	<b>14,474.48</b>	<b>14,184.00</b>	<b>290.48</b>	<b>196,270.80</b>	<b>192,504.00</b>	<b>3,766.80</b>	<b>192,504.00</b>
<b>WATER EXPENSE</b>								
9850-0000	Water Usage	10,939.64	16,042.00	5,102.36	190,904.83	192,504.00	1,599.17	192,504.00
	<b>TOTAL WATER</b>	<b>10,939.64</b>	<b>16,042.00</b>	<b>5,102.36</b>	<b>190,904.83</b>	<b>192,504.00</b>	<b>1,599.17</b>	<b>192,504.00</b>
	<b>NET INCOME (LOSS) WATER</b>	<b>3,534.84</b>	<b>-1,858.00</b>	<b>5,392.84</b>	<b>5,365.97</b>	<b>0.00</b>	<b>5,365.97</b>	<b>0.00</b>



# CrossRoads Management Ltd.

Dear Chelsea Gardens

As the Special Resolution and Special Levy was approved at the Annual General Meeting of April 23, 2024, we wanted to explain how to make your payment.

Please refer to the Special Levy Schedules in the Minutes and we ask that you return this form as soon as possible. The fee schedule pages show your share, based on unit entitlement (essentially the square footage of your home) of the APPROVED Special Levy of \$2,590,000 to conduct a Re-Roofing Project in two phases which will commence May of 2024. This will be a levy that happens over 2 years. **One payment on June 1, 2024 and the next payment to occur on June 1, 2025.**

- You should note, that, although the resolution indicates that the Special Levy is due and payable upon passage of the Special Resolution, owners are being given an extension to pay on **June 1, 2024** and **June 1, 2025**, except that any owner who sells their unit is obligated to pay any Special Levy owed prior to conveying the unit.
- Failure to pay the special levy on time can lead to the Strata Corporation imposing a lien and any legal fees associated with applying the lien to the unit charged back.

There are a couple ways to pay this Special Assessment:

- ❖ You can provide **two** cheques dated **June 1, 2024** and **June 1, 2025**. Cheques should be made payable to LMS1416 Chelsea Gardens and can be sent to CrossRoads Management at the following address:  
**#215 – 7455 132 Street, Surrey, BC V3W 1J8.**
- ❖ You can indicate, below, your permission to take the amount out of the usual bank account that we withdraw your maintenance fees and this would happen on June 1, 2024 and June 1, 2025. You could then forward this authorization to CrossRoads Management at the address shown above or, via email to [sandie@crpm.ca](mailto:sandie@crpm.ca).
- ❖ Or simply email [sandie@crpm.ca](mailto:sandie@crpm.ca) the below filled out information.

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I hereby grant permission to CrossRoads Management to withdraw my Special Levy payment from the bank account regularly used for my maintenance fees on **June 1, 2024 and June 1, 2025.**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_




Unit Number and Address: \_\_\_\_\_

***If you fill this out and submit it, this means you are granting permission for both payment dates and will not need to provide further authorization for the 2025 payment.***





# May Events Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p><b>Upcoming EVENTS at a Glance</b></p> <p> <b>TACO NIGHT</b> at the Pub <b>\$CASH BAR</b> Friday, May 3rd Watch for posters for details</p> <p> <b>MOVIE NIGHT</b> Sunday, May 12th Fireside Room Watch for posters for details</p> <p><b>Play SNOOKER/ POOL/ BILLIARDS Anytime</b></p>	<p><b>EXERCISE CLASSES</b></p> <p><b>Tuesdays</b> OSTEO 9:00 am CHAIR YOGA 9:30am</p> <p><b>Thursdays</b> WEIGHTS &amp; S BANDS 9:00 WALK AWAY POUNDS 9:30</p> <p><b>Fridays</b> OSTEO 9:00 am CHAIR YOGA 9:30am</p>	<p><b>1</b> Coffee 9:15 am Poker 6 pm Whist 7 pm</p> <p><b>8</b> Coffee 9:15 am Poker 6 pm Whist 7 pm</p> <p><b>15</b> Coffee 9:15 am Poker 6 pm Whist 7 pm</p> <p><b>22</b> Coffee 9:15 am Poker 6 pm Whist 7 pm</p> <p><b>29</b> Coffee 9:15 am Poker 6 pm Whist 7 pm</p>	<p><b>2</b> Dance Advanced 2:00 Everyone 2:30 Euchre 7 pm</p> <p><b>9</b> Dance Advanced 2:00 Everyone 2:30 Euchre 7 pm</p> <p><b>16</b> Dance Advanced 2:00 Everyone 2:30 Euchre 7 pm</p> <p><b>23</b> Dance Advanced 2:00 Everyone 2:30 Euchre 7 pm</p> <p><b>30</b> Dance Advanced 2:00 Everyone 2:30 Euchre 7 pm</p>	<p><b>3</b> TACO NIGHT At the Pub <b>\$CASH BAR</b> Bar opens 4:30 </p> <p><b>10</b> Pub Night BYOB 5 to 7 pm</p> <p><b>17</b> Pub Night BYOB 5 to 7 pm</p> <p><b>24</b> Pub Night BYOB 5 to 7 pm</p> <p><b>31</b> Pub Night BYOB 5 to 7 pm</p>	<p><b>4</b></p> <p><b>11</b></p> <p><b>18</b></p> <p><b>25</b></p>	<p><b>5</b></p> <p><b>12</b> <b>Movie Night</b> 7:00 pm </p> <p><b>19</b></p> <p><b>26</b></p>