

MINUTES OF THE STRATA MEETING

ALDERWOOD – STRATA PLAN NW 318

Held: Tuesday, May 26, 2026 at 6:30pm
Location: By Zoom Video Conference

Present: Ryan Dolejsi President
Mike MacLeod Maintenance
Traci-Ann Weaver Secretary
Kristina Calendino Member At Large
Sheryl MacDonald Senior Strata Manager, Bradshaw Strata Management Ltd.

Absent with Regrets: Katherine Craig Vice President/ Maintenance
Judy Rosmus Treasurer/ Maintenance / Landscaping

Guests: Shawn Smith, Strata Lawyer, Cleveland Doan LLP. (Entire Meeting)
Owner of Strata Lot 3 (hearing portion only)

Call to Order

The meeting was called to order by the Strata Manager at 6:30 p.m.

Prior to the hearing portion of the meeting, the Strata Manager confirmed that by email (CBA), the Strata Council requested that Shawn Smith chair the meeting. Shawn Smith advised he had reviewed the past correspondence and asked some questions of council about the same. He then explained the hearing process to those present.

Hearing/ Strata Lot 3 Owner Portion (6:45pm to 7:05pm)

The owner was let into the zoom meeting at 6:45pm.

A council hearing was held at the request of a unit owner regarding alleged breaches of the alteration bylaws as outlined in the strata corporation's letter of May 8, 2026. The strata lawyer explained the process to the owner, confirmed that he was not representing the owner's interests and then proceeded to conduct the hearing. The owner was given an opportunity to state their case regarding the alleged violations, some of which had been corrected by the time of the hearing. The owner requested that two fines previously levied against him be removed, and that no other fines be levied. After the owner had been heard he left, and council discussed the owner's submissions.

Hearing/ Strata Lot 3 Strata Council Decision Portion (7:06pm to 7:38pm)

Council discussed the items raised in the hearing and made the following decisions; all decisions were carried by all of council.

- Roof vent placement was addressed during the hearing and is now satisfactory, previous fine of \$200 will not be reversed.
- Plumbing alteration request did not include all items, even if permit did. Fine of \$200 levied for violation of Bylaw 6 (2)(g); alteration retroactively approved.
- Gas permit provided shortly after hearing, nothing further needed.
- Updated electrical report received before the hearing, but not as requested initially, previous fine will not be reversed.
- Pavers and bike lock required approval, and request to keep is approved if AOR is signed within 7 days.
- Deck tiles were not approved and as per Bylaw 3(4) cannot be approved. Request to keep deck tiles is denied. Deck tiles must be removed, and proof provided to the strata council within 7 days.

The hearing decision letter will be sent to the owner(s) within the required timeline.

MINUTES OF THE STRATA MEETING ALDERWOOD – STRATA PLAN NW 318

Held: Tuesday, April 7, 2026 at 6:30pm
Location: By Zoom Video Conference

Present:	Ryan Dolejsi	President
	Katherine Craig	Vice President/ Maintenance
	Judy Rosmus	Treasurer/ Maintenance / Landscaping
	Traci-Ann Weaver	Secretary
	Kristina Calendino	Member At Large
	Sheryl MacDonald	Senior Strata Manager, Bradshaw Strata Management Ltd.
Absent with Regrets:	Mike MacLeod	Maintenance

Call to Order

The meeting was called to order at 6:35 p.m.

Approval and/or Additions to the Agenda

It was carried by all to approve the agenda.

Approval of Previous Minutes

It was carried by all to approve the minutes of the December 8, 2025, meeting as previously circulated.

Important Notes

DECK DRAINS: Please ensure that you keep the drains on the upper deck. There is no overflow and so if both drains are plugged water will build up. This can cause water to accumulate on the deck and get into the unit. DRAINS SHOULD BE FREE OF ALL DEBRIS.
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Financial Reports

Financial Statements: It was carried by all to approve the financial statements to February 2026.

Arrears: The owner whose account was with the lawyer has paid in full and the Strata has received the funds from the lawyer. One unit owes March fees and NSF charge (they have arranged to pay).

Emergency Expenditures: There were emergency expenses related to the insurance claim at 15915; the list of expenses has been sent to the strata claim's adjuster for reimbursement.

Management Fee Increase: It was carried by all by email to approve the management fee increase from Bradshaw as the budget was approved.

Business Maintenance

OWNERS – PLEASE DO NOT TALK TO THE LANDSCAPERS. IF YOU HAVE QUESTIONS OR CONCERNS, PLEASE EMAIL THE STRATA MANAGER. THE LANDSCAPERS HAVE BEEN TOLD THAT THEY ARE NOT TO TAKE DIRECTION FROM ANYONE BUT CERTAIN COUNCIL MEMBERS OR THE STRATA MANAGER. IN ADDITION, TALKING TAKES UP THEIR ALLOTTED TIME.

- **Landscaping:** The landscaping is going very well. The Strata has received 50% of one permit security fee back, and it was placed into Landscape Improvements. Council discussed the contract with Vista, and it was confirmed that shrub pruning is in the contract, so Vista will get working on that. It was carried by all to approve a quote from Vista for grub control. It was carried by all to approve a quote from Vista to replace several cedars; it was agreed to approve up to \$600. One cedar was recently put back in the ground and council will monitor before determining if it will survive or should be replaced. It was carried by all to approve a quote from Country Tree for various pruning and tree removals. Two unit owners made requests to have trees by their unit pruned; it was carried by all to decline the requests. The Strata council met with an arborist and took him around the property. The arborist noted the City of Surrey has limits on how far up a tree can be limbed for safety. Owners should also be aware that work at the backs of units, where the bucket truck can't reach, costs more to remove. Currently the strata's plan is to take advice from an arborist on what can and/or should be pruned or removed.

Council discussed ongoing damage in the berms from kids playing. The discussion highlighted the challenges in balancing child play spaces with maintaining garden areas; no clear resolution was reached.

IF ANY OWNER/RESIDENT DISCOVERS MAINTENANCE CONCERNS PLEASE PROMPTLY REPORT IT, AND SEND PICTURES, IF POSSIBLE, IN CASE COUNCIL DOES NOT SEE IT. COUNCIL ARE VOLUNTEERS AND THE ASSISTANCE OF ALL RESIDENTS IS NEEDED AND APPRECIATED.

- **Pest Control:** Rodent control is ongoing; service is once a month.
 - **Waste Removal:** Schedules for 2026 will be sent out the minutes.
 - **Repairs 2026:** Council reviewed the items they wish to tackle this year. A walkaround will be done with Rob Parker in the coming weeks to set the siding and deck priorities that are not already known.
 - **Siding Repairs 2026:** Waiting for Parker's list.
 - **Decks:** It was noted that one deck had a temporary fix done on it and will be on the list for new vinyl this year.
 - **Deck Drains:** During the recent cleaning and inspection three units deck drains were very clogged.
 - **Gutter Cleaning:** The spring cleaning was set for March 27th but Great Heights made a scheduling error and did not show up. They rescheduled for April 7th and the work was completed.
 - **Gutter Repairs:** One gutter repair still needs to be done; this will be added to Parker's list.
 - **Roof Moss:** It was carried by all to approve a quote from High Five to do roof moss removal, this will be scheduled for end of summer/ early fall.
 - **Painting Project:** It was carried by all to formalize the project with Heritage Painting for this year. Council chose June 8th as the starting date to allow for time for gardening work, soft-brush cleaning and a unit to remove a shed away from the siding.
 - **Concrete Driveways/ Sidewalks/ Asphalt:** It was carried by all to approve a quote from Pioneer Paving to do asphalt work to repair the driveway at a unit where the concrete is breaking or has broken. Concrete is too expensive to use that material
It was carried by all to approve a quote from Pioneer Paving to crack repairs approximately 5742 linear feet. After the meeting, it was carried by all to have Pioneer Paving repair/replace the speed bump when they are onsite doing the unit driveway. If funds and remaining asphalt permit it was carried by all to approve having Pioneer Paving fill two potholes on strata property. The pothole on Alder is the City's responsibility.
 - **Stop Signs/Lines:** At the AGM owners noted a need for at least one stop sign, and that white stop lines should be painted on the roadway where any stop sign is placed. Council will walk the complex and determine best location(s).
 - **Water Ingress 2:** A unit reported water ingress which was found to be from 2 owner-installed windows. The owner is not going to update their windows, who will do the work is still not determined. The Strata Manager was asked to follow up again.
 - **Small Overhang Insulation:** Still tabled.
 - **Leak into Basement:** An owner reported a leak into their basement; Rob Parker was asked to attend, and he has done so and has made repairs.
 - **Leak above Fireplace:** An owner reported a leak above their fireplace. Rob Parker attended and made repairs.
 - **Leak at Chimney:** An owner reported a leak at their chimney. Rob Parker attended and made repairs.
- **Exterior Lights:** If your light fixture requires replacement, email the Strata Manager with details and a picture of the fixture.

Business – General

- **Electrical Planning Report:** The draft report has been reviewed and sent back to Prism with clarifications and requests for changes. The electrician will be asked to quote on some items noted in the report once a couple of questions are answered. At the AGM owners, by show of hands, agreed that the Strata should get quotes and have this on the 2027 AGM agenda for voting purposes.

- **Depreciation Report:** The Depreciation Report DRAFT was received and reviewed by Council. It was sent back to BC Building Sciences with some updated information and clarifications.
- **Fireplaces – Wood Burning:** At the AGM a new bylaw was approved requiring owners to provide the Strata with any documentation requested for the fireplaces by insurance and other bodies. To date 6 units have not submitted their WETT certification, and of those 6, 3 have not submitted proof of registration with Metro Vancouver. Letters will be sent to those units, failure to supply the required documentation could result in fines of \$200 and those fines can be levied every 7 days until the documentation is received. While the Strata has had the bylaws to require this information, the new bylaw makes it clearer for everyone to understand. The Strata's insurer has advised that the insurance could impose a surcharge of 0.015 if all of the documentation is not provided to them. **Owners will be given two weeks from the date of the upcoming letter to get the documentation submitted before council considers the noted fines.**
- **Alterations:** A list of decks and owner replaced windows was provided, the Strata Manager will review.
- **Pathway to Alderwood Park:** The Strata may own the pathway to Alderwood Park behind Alderwood One. The Strata is still investigating. It was carried by all to have the Strata Manager seek advice from the lawyer.
- **Owner alterations:** The roof vent was installed on the wrong side of the unit than what was approved; the owner was sent another letter in February regarding the vent and other outstanding items. The letter included asking the owner to submit copies of the electrical permit and other permits they were required to obtain. The owner provided the finished building permit, but not the electrical permit. The owner advised that in their opinion the matters are addressed and requested that the strata stop sending correspondence regarding it. It was carried by all that the Strata does not consider this matter closed, that the electrical permit and the electrical report required as part of the approval (to be done by the Strata's contractor) have not been provided and the roof vent is the owner's responsibility. It was then carried by all to send 15951 to the lawyer for the lawyer to send a letter to the owner regarding enforcement of the applicable bylaws. Council determined that, while they will review any invoices and their circumstances when received before making a final decision, currently their view is to charge legal costs related to bylaw enforcement regarding this unit to the owner as per the bylaws. Council approved the lawyer to advise on fines, that could be levied weekly, until the documentation is received.

Please remember that when a unit is sold the new owner assumes responsibility for any alteration approval violations inside a strata lot or covered by an AOR including failures to meet approval conditions or for incomplete or unapproved work.

- **Insurance – Vehicle Damage Claim:** The work related to this claim is complete and the Strata has started receiving reimbursement for any property costs paid by the Strata for this claim. The Strata has not heard anything from the adjuster about recovering the deductible from ICBC.
- **Insurance – Upcoming Renewal:** BFL requested the Strata complete a renewal questionnaire. The questionnaire was reviewed and will be sent to BFL once completed.
- **Parking:** This was discussed at the AGM, and then an owner submitted their opinion for council review before this council meeting. It was carried by all to increase the rental parking spots by 4, to 7 with a new monthly rental fee. It was carried by 4 (1 abstention) to set the new parking charge at \$35/month, with any increase to be voted on at a future general meeting. It was carried by all to allocate 3 of the 4 new spots in the upper parking and one more in the lower parking. It was noted that a trailer parked in a possible visitor area could be parked in the unit carport, thus making more room in that area. Any changes to rental parking would not take effect until voted on at an upcoming SGM. It was carried by all to hold an SGM on Tuesday, July 14th at 6:30pm, and then hold the regular council meeting right after.
Council is now towing for violations of the bylaws, including owners parking more than the allowed time in the bylaws. Council has been volunteering their time to place notices on vehicles to forewarn them. An owner's vehicle was towed, and the owner submitted a request for reimbursement of the towing fees. It was carried by all to not reimburse the owner as they were warned.
- **Unit Renovations:** An owner submitted a request to do renovations. After an initial refusal, the owner provided all of the requested documentation and approval was given. An AOR was a condition of approval for removal

of a portion of a non-load bearing wall (which required a letter from an engineer). Permits have been received; final permits will be provided at the completion of the project.

- **Blockwatch:** A strata owner has indicated they will not continue with Blockwatch. At the AGM a new owner offered to assist the Block Watch owner when they were going to continue. If anyone would like to take part in Block Watch for Alderwood please reach out to the Strata Manager. This will be on the agenda to discuss at an upcoming SGM in July.
- **Bylaws:** The bylaw approved at the AGM was filed. A copy of the full set of bylaws will be sent to all owners with these minutes.

PET WASTE: PLEASE MAKE SURE YOU PICK UP PET WASTE IMMEDIATELY. DOGS ARE NOT ALLOWED TO RUN OFF-LEASH. IF YOUR DOG GETS LOOSE, YOU MUST CHECK TO SEE IF THEY HAVE LEFT ANY WASTE THAT NEEDS TO BE PICKED UP. IF THE STRATA HAS TO PAY SOMEONE TO PICK UP PET WASTE, IT WILL CAUSE STRATA FEES TO GO UP.

Correspondence

Correspondence (other than above):

- An owner requested approval to replace their hose-hanger, it was carried by all to approve this, no AOR. The same owner rebuilt their deck without prior approval, an AOR is required. A letter will be sent.
- A complaint was received about an owner's behaviour towards a contractor; a letter will be sent.
- A complaint was received about a hose hung from the ground to the upper deck and a piece of turf on the deck used for pet waste and then rinsed down the drain. A letter will be sent.
- A complaint was received about a contractor working at a unit speeding, a letter will be sent.
- A complaint was received regarding dog poop and a dog running off leash, a letter will be sent.
- A complaint was received regarding items being stored on common property, the owner was notified and has addressed it but not to the council's satisfaction. An update will be requested.
- An owner submitted various emails regarding their driveway, the landscapers and dog poop. A letter will be sent.
- An owner submitted a request for kitchen renovations and was given approval (no AOR required).
- Two owners reported items being stolen from the backs of their units (which back on to Alder Place).
- An owner reported human waste by one of the garbage enclosures. Thank you to the resident who cleaned that up.
- A complaint was received from an owner about another owner speeding. A letter will be sent.

The following notices were sent out: Upper balcony drain cleaning; tree removal and pruning; gutter overflows/ upper balcony drain cleaning & exterior tap winterization; spring gutter cleaning and rescheduled date.

All complaints, requests for approval or maintenance issues, must be in writing to the Strata Manager (by email is fine). All correspondence must have your full name, address/ Strata name, and unit number.

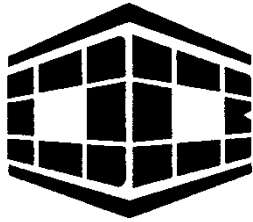
Termination and Next Meeting Date

The meeting was terminated at 8:23 p.m.

The next meeting will be the SGM, which will be held on Tuesday, July 14, 2026, at 6:30pm by Zoom. The next council meeting will be held immediately following the SGM on July 14, 2026.

EMERGENCIES – INCLUDING AFTER HOURS

For emergencies, please call Bradshaw at 604-576-2424. Follow the directions. Please do not email emergency issues. Bradshaw has an after- hours service (Incredible Restorations) to answer calls and direct them to the appropriate party who can assist you. Do not leave a message for them, go to their call-taker who will take the information, which will then be passed to the Strata Manager on call. Only calls of a true emergency nature will be returned.



Bradshaw Strata Management Ltd.

#200 – 5740 176A Street, Surrey, BC Canada V3S 4H2
Tel: (604) 576-2424

March 3, 2026

**ALDERWOOD, NW 318
15915 TO 15977 ALDER PLACE
SURREY, BC**

DEAR OWNER:

RE: ALDERWOOD, NW 318 – NEW STRATA FEES FOR 2026

As per the approved operating budget for 2026 for Alderwood, an increase in monthly strata fees became effective for the fiscal year which started January 1, 2026. Refer to the strata fee list on the reverse of this notice. Please note the following:

FOR THOSE OWNERS ON THE PRE-AUTHORIZED PAYMENT SYSTEM:

Your new monthly strata fee will be implemented on the pre-authorized payment system commencing April 1, 2026. Please note an adjustment fee related to the increase for the months of January, February, and March 2026 has been applied to your account.

The adjustment fee is due April 1, 2026 along with your new strata fee. Please refer to the chart located on the back of this page to obtain the amount being taken out of your account on April 1, 2026.

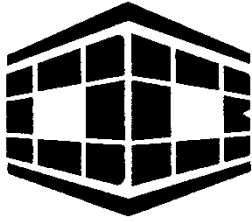
FOR THOSE OWNERS THAT REMIT STRATA FEES IN CHEQUE FORM:

Please remit the adjustment fee and adjust your cheques accordingly to the new strata fee amount and submit the appropriate amount for any months that you paid the old amount.

Please note payments are to be sent directly to the offices of Bradshaw Strata Management Ltd. Cheques should be made payable to Alderwood, NW 318. Please ensure your unit number is on the cheque.

Thank you for your cooperation in the above matter.

ALDERWOOD I, NW 318						
STRATA FEE SCHEDULE						
UNIT #	S.L.	U.E.	FEES	APPROVED FEES	3 MONTH ADJUSTMENT	AMOUNT DUE APRIL 1/26
			2025	2026		
15915	17	9	562.50	571.48	26.94	598.42
15917	18	10	625.00	634.98	29.94	664.92
15919	19	10	625.00	634.98	29.94	664.92
15921	20	10	625.00	634.98	29.94	664.92
15923	21	10	625.00	634.98	29.94	664.92
15925	22	10	625.00	634.98	29.94	664.92
15927	23	10	625.00	634.98	29.94	664.92
15929	24	10	625.00	634.98	29.94	664.92
15931	25	10	625.00	634.98	29.94	664.92
15933	26	10	625.00	634.98	29.94	664.92
15935	27	10	625.00	634.98	29.94	664.92
15937	28	10	625.00	634.98	29.94	664.92
15939	29	10	625.00	634.98	29.94	664.92
15941	30	10	625.00	634.98	29.94	664.92
15943	31	10	625.00	634.98	29.94	664.92
15945	32	9	562.50	571.48	26.94	598.42
15947	1	9	562.50	571.48	26.94	598.42
15949	2	10	625.00	634.98	29.94	664.92
15951	3	10	625.00	634.98	29.94	664.92
15953	4	10	625.00	634.98	29.94	664.92
15955	5	10	625.00	634.98	29.94	664.92
15957	6	10	625.00	634.98	29.94	664.92
15959	7	10	625.00	634.98	29.94	664.92
15961	8	10	625.00	634.98	29.94	664.92
15963	9	10	625.00	634.98	29.94	664.92
15965	10	10	625.00	634.98	29.94	664.92
15967	11	10	625.00	634.98	29.94	664.92
15969	12	10	625.00	634.98	29.94	664.92
15971	13	10	625.00	634.98	29.94	664.92
15973	14	10	625.00	634.98	29.94	664.92
15975	15	10	625.00	634.98	29.94	664.92
15977	16	9	562.50	571.48	26.94	598.42
		316	19,750.00	20,065.36	946.08	21,011.44
			X 12	X 12		
			237,000.00	240,784.32		



Bradshaw Strata Management Ltd.

#200 – 5740 176A Street, Surrey, BC Canada V3S 4H2
Tel: (604) 576-2424

**MINUTES OF THE ANNUAL GENERAL MEETING
STRATA PLAN NW318 – ALDERWOOD
TUESDAY, FEBRUARY 24, 2026
BY ZOOM VIDEO CONFERENCE**

Call to Order/ Calling of the Roll/ Certification of Proxies

The meeting was called to order at 7:00 p.m. by Ryan Dolejsi, Council President. There are 32 strata lots in Alderwood; a quorum of 32 is 11. The Strata Manager reported that there were 15 strata lots represented; 11 in person and 4 by proxy. Quorum was established.

Election of Chairperson

The President, Ryan Dolejsi and Vice President, Kathy Craig, declined to chair the meeting and Moved/Seconded (15963/15977) to elect Sheryl MacDonald, Strata Manager, Bradshaw Strata Management Ltd., to chair the meeting.

In Favour 14 Opposed 0 Abstentions 1 CARRIED

Proof Of Notice of Meeting

It was reported that the Notice of Meeting package was sent out in accordance with the Strata Property Act on February 4, 2026. As such, Proof of Notice of Meeting was filed.

Approval of Agenda

It was Moved / Seconded (15977/15963) to approve the agenda as presented.

In Favour 15 Opposed 0 Abstentions 0 CARRIED

Approval of the Minutes of the Annual General Meeting held February 26, 2025

It was Moved / Seconded (15949/15941) to approve the minutes as circulated.

In Favour 15 Opposed 0 Abstentions 0 CARRIED

Reports from Council

There was no report from Council; everything has been noted in the minutes. The Strata Manager asked if anyone had questions for Council, no one did and so the meeting proceeded.

Report on Insurance

The current policy, with BFL Canada, expires May 1, 2026. The Strata Manager reviewed the insurance. More information is included with, but does not form part of, these minutes.

Approval of Proposed Operating Budget

It was Moved/Seconded (15933/15977) to approve the budget as proposed with a 1.6% increase. The Strata Manager reviewed the budget with those present. After discussion, the vote was called.

In Favour 15 Opposed 0 Abstentions 0 CARRIED

¾ Vote Resolution – Bylaw Amendment – Fireplace Documentation

It was Moved/Seconded (15933/15941) that: **Be It Resolved by way of a ¾ Vote Resolution of the Owners, Strata Plan NW 318, that the bylaws be amended by adding the following as Bylaw 49:**

- 49 (1) An owner of a strata lot with a wood burning fireplace must:**
- (a) comply with applicable government regulations pertaining to the use and operation of the fireplace;**
 - (b) comply with applicable requirements of the strata corporation's insurer pertaining to the use and operation of the fireplace;**
 - (c) provide to the strata corporation:**
 - (i) proof of registration of the fireplace with Metro Vancouver within 30 days of the earlier of the passage of this bylaw or the registration deadline;**
 - (ii) proof of renewal of registration within 30 days of any mandatory renewal date;**
 - (iii) such other documents, inspections and records as the strata corporation or its insurer may reasonably consider necessary in the circumstances.**

It was noted that while the Strata does have bylaws that require owners to submit the documentation, its easier if the bylaws are clearer for owners. After the discussion the vote was called.

In Favour 14 Opposed 0 Abstentions 1 CARRIED

Discussion on Parking Rentals

Two council members spoke to owners about a proposal they put together. It was noted that the goal tonight was to get consensus on how to move forward with parking. The following things were noted:

- By majority show of hands, owners want at least 2 spots in the lower parking for visitors.
- If there will be rental spots up top, that something such as decals or passes should be considered so those renting spots do not get towed.
- By majority show of hands, the owners agreed that \$50 was too high, and that \$20 was too low.

EV Ready Plan Discussion

The Strata Manager explained to owners what the Electrical Planning Report was for versus what an EV Ready Plan is. An EV Ready Plan has the Strata pay experts to have them advise the Strata on the best ways to get EV infrastructure into the Strata. It was agreed by consensus, show of hands, to get quotes on the cost and wait till the next AGM. That will give council and then owners the chance to review the final Electrical Planning Report.

Feedback on Block Watch

This was discussed. An owner volunteered to help. The Strata still needs volunteers, so if you are willing to help please email the Strata Manager.

Election of the Strata Council

In accordance with the Strata Property Act, the current Strata Council members retired from their positions at the end of the meeting. The owners present thanked the council for their hard work over the past year. After nominations and volunteers, the following six owners or spouses of owners (as allowed per the bylaws) agreed to stand for Council:

Unit 15963	Ryan Dolejsi	Unit 15949	Judy Rosmus
Unit 15977	Katherine Craig	Unit 15969	Mike MacLeod
Unit 15941	Traci Weaver	Unit 15933	Kristina Calendino

It was Moved/Seconded (15941/15963) to close nominations and elect the above to the Council.

In Favour 15 Opposed 0 Abstentions 0 CARRIED

General Discussion

In addition to things brought up during other parts of the meeting, the following things were discussed.

The new gardeners are doing a great job.

The strata needs a stop sign or two, and a stop line should be put down wherever a stop sign is placed. Council will discuss this at their next meeting.

Termination of Meeting

There being no further business, it was Moved/Seconded (15977/15963) to terminate the meeting at 8:08 p.m.

The next Strata Council meeting will be held on Tuesday, April 7, 2026 at 6:30pm by Zoom.

REPORT ON STRATA INSURANCE – ALDERWOOD, NW 318 – 2026 AGM

The current policy, with BFL Canada, expires May 1, 2026. The Strata Corporation obtains an annual insurance appraisal. The Strata Property Act requires that all Strata Corporations be insured to full replacement value and the only way to determine that is to have an appraisal. The Strata is currently insured for \$14,316,000.

The Strata's deductibles are:	All Risks	\$25,000
	Water Damage	\$25,000
	Sewer Backup	\$25,000
	Flood Damage	\$25,000
	Earthquake	10% of insured value (min \$250,000)

Owners are reminded that they should have content insurance for their own property, in order to cover any damage to their personal property in the event of damage. Owners should also have insurance coverage for betterments or improvements to their unit. Please note that the Strata Corporation's insurance does not cover either of these. Please note that basements were not finished in original construction, so the Strata only insures to that state; drywall, flooring, etc. are owner improvements.

Owners are reminded in the event of damage to a unit where the damage is under the applicable strata deductible, the Strata will not undertake repairs as the Strata does not repair and maintain inside a unit (except those things noted in the bylaws), they only insure some things inside a unit. Cause of the loss does not determine who is responsible for the repairs (and repair costs).

It is recommended that owners take a copy of the Strata Corporation's insurance policy with them when they renew their homeowner's insurance, to ensure that the policies are complimentary and not overlapping and to ensure owners have sufficient coverage. If you have not done this recently, it is recommended that you contact your insurer and provide them with the Summary of Coverage provided.

Strata owners should ensure that they have deductible coverage on their homeowners' insurance policy. Owners should have coverage for occasions where a Strata insurance deductible is charged back to the owner's account. This would occur in a situation where damage was caused to property that the Strata insures and the cause of the damage was determined to be the responsibility of the unit/ owner. This coverage would see the homeowner's policy pay the Strata's deductible, while the homeowner paid the deductible on their policy to their insurer. Owners should also have coverage in the event that there is an insurance claim, such as an earthquake, where a portion of the Strata's insurance deductible is charged back to all units. By having Deductible coverage, the owner's policy would pay the Strata Corporation the owner's portion of the deductible and then the owner would pay the deductible applicable on their personal policy. In the case of an Earthquake that caused damage to all the buildings at **Alderwood** the deductible for the Strata Corporation would be 10% of \$14,316,000 or \$1,431,600. The deductible is then divided among all 32 units by way of unit entitlement (just like strata fees). *See attached spreadsheet.*

Owners that have rented out their unit should be aware that they still should have coverage for Strata deductibles, including earthquake, as that coverage is usually not offered to tenants and the Strata does not go after tenants for deductible reimbursement.

ALDERWOOD I, NW 318			
EARTHQUAKE DEDUCTIBLE BY UNIT			
10% OF INSURED VALUE			
AS AT MAY 1, 2025			
			PER UNIT
			DEDUCTIBLE
UNIT #	S.L.	U.E.	AMOUNT
15915	17	9	40,773.42
15917	18	10	45,303.80
15919	19	10	45,303.80
15921	20	10	45,303.80
15923	21	10	45,303.80
15925	22	10	45,303.80
15927	23	10	45,303.80
15929	24	10	45,303.80
15931	25	10	45,303.80
15933	26	10	45,303.80
15935	27	10	45,303.80
15937	28	10	45,303.80
15939	29	10	45,303.80
15941	30	10	45,303.80
15943	31	10	45,303.80
15945	32	9	40,773.42
15947	1	9	40,773.42
15949	2	10	45,303.80
15951	3	10	45,303.80
15953	4	10	45,303.80
15955	5	10	45,303.80
15957	6	10	45,303.80
15959	7	10	45,303.80
15961	8	10	45,303.80
15963	9	10	45,303.80
15965	10	10	45,303.80
15967	11	10	45,303.80
15969	12	10	45,303.80
15971	13	10	45,303.80
15973	14	10	45,303.80
15975	15	10	45,303.80
15977	16	9	40,773.42
		316	1,431,600.00

MINUTES OF THE STRATA MEETING ALDERWOOD – STRATA PLAN NW 318

Held: Tuesday, December 8, 2025 at 6:30pm
Location: By Zoom Video Conference

Present:	Ryan Dolejsi	President
	Katherine Craig	Vice President/ Maintenance
	Judy Rosmus	Treasurer/ Maintenance / Landscaping
	Traci-Ann Weaver	Secretary
	Mike MacLeod	Maintenance
	Kristina Calendino	Member At Large
	Sheryl MacDonald	Senior Strata Manager, Bradshaw Strata Management Ltd.
Absent with Regrets:	Ryan Bentham	Member At Large

Call to Order

The meeting was called to order at 6:34 p.m.

Approval and/or Additions to the Agenda

It was carried by all to approve the agenda.

Approval of Previous Minutes

It was carried by all to approve the minutes from the August 26, 2025, meeting as previously circulated.

Important Notes

DECK DRAINS: Please ensure that you keep the drains on the upper deck. There is no overflow and so if both drains are plugged water will build up. This can cause water to accumulate on the deck and get into the unit. DRAINS SHOULD BE FREE OF ALL DEBRIS.

Financial Reports

Financial Statements: It was carried by all to approve the financial statements to October 2025.

Arrears: Unit 15945 has not made any attempt to contact the Strata; the Strata Manager was asked to reach out to the owner (after the meeting the owner contacted the Strata Manager and agreed to contact the lawyer to address this).

Emergency Expenditures: There were emergency expenses related to the insurance claim at 15915; the list of expenses has been sent to the strata claim's adjuster for reimbursement.

Business Maintenance

OWNERS – PLEASE DO NOT TALK TO THE LANDSCAPERS. IF YOU HAVE QUESTIONS OR CONCERNS, PLEASE EMAIL THE STRATA MANAGER. THE LANDSCAPERS HAVE BEEN TOLD THAT THEY ARE NOT TO TAKE DIRECTION FROM ANYONE BUT CERTAIN COUNCIL MEMBERS OR THE STRATA MANAGER. IN ADDITION, TAKING UP THEIR TIME TALKING TO THEM TAKES AWAY THEIR TIME DOING WORK FOR THE STRATA.

- **Landscaping:** The landscaping is going very well. Council will investigate trees to plant for permit requirements. The garden project by 15945 is completed. Wood chips will be addressed in the spring. Another quote from Vista for pruning and removal was approved.

IF ANY OWNER/RESIDENT DISCOVERS MAINTENANCE CONCERNS PLEASE PROMPTLY REPORT IT, AND SEND PICTURES, IF POSSIBLE, IN CASE COUNCIL DOES NOT SEE IT. COUNCIL ARE VOLUNTEERS AND THE ASSISTANCE OF ALL RESIDENTS IS NEEDED AND APPRECIATED.

- **Pest Control:** Rodent control is ongoing; service is once a month.
- **Repairs 2025:** Rob Parker has completed the repairs for this year.
- **Siding Repairs 2025:** Repairs are complete.

- **Decks:** During an upcoming deck drain cleaning, Rob Parker will check the vinyl of the upper decks.
- **Deck Drains:** Rob Parker will be asked to clean out all upper deck drains before the holidays.
- **Gutter Cleaning:** It was carried by all to approve the quote from Great Heights. **If you have any overflowing gutters or other issues, please let the Strata Manager know.**
- **Gutter Repairs:** Larger gutters and downspouts were completed at a building, A smushed gutter at a unit was to be completed at the same time, but it was missed. The Strata Manager will follow up.
- **Concrete Driveways/ Sidewalks/ Asphalt:** Council has tabled the asphalt work at a unit, to review the asphalt in the complex and speed bumps for budgeting for 2026. Pioneer Paving has provided quotes; some additional information is required. A unit that needs driveway repairs will get repairs done in asphalt. Concrete is much more expensive, and the Strata cannot afford the costs for concrete for a small area. An owner submitted a suggestion for more speedbumps; council discussed it and carried by all to not put anymore speedbumps.
- **Water Ingress 2:** A unit reported water ingress which was found to be from 2 owner installed windows. The owner is not going to update their windows, who will do the work is still not determined. The Strata Manager was asked to follow up again.
- **Small Overhang Insulation:** The carport insulation was done to address a visible moisture/mould issue. The small overhang on the 2 story units is different, and not a priority at this time. Council will review these areas and then discuss the benefits vs the costs.
- **Perimeter Drains:** Murrayville Plumbing flushed the perimeter drain lines, vacuumed the catch basins and sumps.
- **Leak into Basement:** An owner reported a leak into a basement; it was found during the restoration needed due to a dishwasher leak. Council requested that the owner remove the drywall and then council would investigate. Council investigated, found the likely issue and requested Rob Parker attend.
- **Snow Removal/Salting:** It was carried by all by email between meetings to approve the on-call quote from Smiler Services. That is in place.
- **Hydrant Certification:** This was completed by Fraser Valley Fire.
- **Exterior Lights:** **If your light fixture requires replacement, email the Strata Manager with details and a picture of the fixture.**

Business – General

- **Blockwatch:** A strata owner handles Blockwatch. To get on the list, or for more information send an email to: alderplaceblockwatch@gmail.com
- **Electrical Planning Report:** The draft report has been received. The electrician will be asked to quote on some items noted in the report. Council will review the report and then submit any changes/corrections to the Strata Manager for communication to Prism. A quote will be obtained for an EV Ready Plan.
- **Depreciation Report:** The Depreciation Report is in progress, a site visit has happened and documentation from the Strata Manager is pending.
- **Fireplaces – Wood Burning:** All units with wood burning fireplaces were told to register with Metro Vancouver and if they are using it, to obtain a Wett certification. Now the Strata has learned that if you have a wood burning fireplace and do not use it, you must have it certified as decommissioned by someone who is WETT Certified. The Wett certification and proof of registration were to be sent to the Strata by September 15, 2024. Reminders have been sent. The Strata Manager checked with insurance and has found that if units do not obtain WETT certification (either for use or decommissioning) the Strata will face a surcharge on the insurance at renewal. The surcharge is based on the insured value. Bylaw violation letters will be sent to all units with wood burning fireplaces that are in use or that say they are not using them anymore, that have not provided the information. Any surcharge faced by the Strata can be charged back to the applicable owners, in addition to fines. Failing to be in compliance with Metro Vancouver, or Municipal, bylaws is illegal. Fines of up to \$200 can be levied every 7 days, until the violation is resolved.
- **Alterations:** A list of decks and owner replaced windows was provided, the Strata Manager will review.

- **Pathway to Alderwood Park:** The Strata may own the pathway to Alderwood Park behind Alderwood One. The Strata is still investigating. It was carried by all to have the Strata Manager seek advice from the lawyer.
- **Owner alterations:** The roof vent was installed on the wrong side of the unit than what was approved; it was carried by all by email to have the owner move the vent to the approved side – using the strata's roofing contractor. The Strata Manager has requested that the owner move the vent several times with no response to confirm it has been done. The Strata Manager has asked the owner to submit copies of the electrical permit and other permits they were required to obtain, but this request has been ignored. The Strata Manager will send one more request with a deadline, and if not fulfilled it was agreed the Strata Council would consider legal action. Legal costs related to bylaw enforcement can be charged back to the offending owner as per the bylaws.
- **Vehicle Damage:** It was carried by all, by email, between meetings to approve the bid from ServiceMaster Restore FV to do the work for the strata portion of the claim. The Strata Manager has compiled all of the expenses the Strata had related to this claim and submitted them to the adjuster. The strata insurance adjuster will subrogate against ICBC.
- **Insurance Appraisal:** It was carried by all to approve a new 3-year program with Normac.
- **Parking:** Council will discuss rental parking at the AGM.
- **Unit Issue:** An owner, whose strata lot has a lien placed, was not responding. After the meeting the owner contacted the Strata Manager, and it was discovered their lawyer had provided incorrect information during the purchase process. The owner lives on site.
- **Unit Renovations:** An owner submitted a request to do renovations; council reviewed the information and asked the Strata Manager to send the owner the list of information required. The owner requested an option to avoid an engineer's letter; the Strata Council, carried by all, refused.
- **Block Watch:** The owner handling the Block Watch Program for Alderwood cannot do it on their own anymore. The owner has advised that the program under the Surrey Police has more requirements and she needs some help. If you are interested in taking over the strata block watch program or helping out, please email the Strata Manager.
- **Power Issue:** A unit reported a power issue. Wired Up Electrical was arranged to investigate and they found that some tightening was required at the meter location.
- **Electrical Room Lock Boxes:** The electrician reported that the key was missing in one lock box, and the other was broken. Council will investigate.
- **AGM:** The AGM date was confirmed for February 24, 2026, at 7pm by Zoom. It was carried by all to include the proposed budget with a small increase and a discussion on parking on the agenda. If there has been no feedback on Block Watch, it will also be discussed at the AGM.

PET WASTE: PLEASE MAKE SURE YOU PICK UP PET WASTE IMMEDIATELY. DOGS ARE NOT ALLOWED TO RUN OFF-LEASH. IF YOUR DOG GETS LOOSE, YOU MUST CHECK TO SEE IF THEY HAVE LEFT ANY WASTE THAT NEEDS TO BE PICKED UP. IF THE STRATA HAS TO PAY SOMEONE TO PICK UP PET WASTE, IT WILL CAUSE STRATA FEES TO GO UP.

Correspondence

Correspondence (other than above):

- An owner requested approval to replace their hose-hanger, it was carried by all to approve this, no AOR. The same owner rebuilt their deck without prior approval, an AOR is required. A letter will be sent.
- A complaint was received about an owner's behaviour towards a contractor; a letter will be sent.
- A complaint was received about a hose hung from the ground to the upper deck and a piece of turf on the deck used for pet waste and then rinsed down the drain. A letter will be sent.
- A complaint was received about a contractor working at a unit speeding, a letter will be sent.
- A complaint was received regarding dog poop and a dog running off leash, a letter will be sent.
- A complaint was received regarding items being stored on common property, the owner was notified and has addressed it but not to the council's satisfaction. The Strata Manager will update the owner.

- An owner submitted various emails regarding their driveway, the landscapers and dog poop. A letter will be sent.

The following notices were sent out: Gutter cleaning and Pets Off Leash & Pet Waste.

All complaints, requests for approval or maintenance issues, must be in writing to the Strata Manager (by email is fine). All correspondence must have your full name, address/ Strata name, and unit number.

Termination and Next Meeting Date

The meeting was terminated at 9:08 p.m.

The next meeting will be the AGM, which will be held on Tuesday, February 24, 2026, at 7pm by Zoom.

EMERGENCIES – INCLUDING AFTER HOURS

For emergencies, please call Bradshaw at 604-576-2424. Follow the directions. Please do not email emergency issues. Bradshaw has an after- hours service (Incredible Restorations) to answer calls and direct them to the appropriate party who can assist you. Do not leave a message for them, go to their call-taker who will take the information, which will then be passed to the Strata Manager on call. Only calls of a true emergency nature will be returned.

MINUTES OF THE STRATA MEETING ALDERWOOD – STRATA PLAN NW 318

Held: Tuesday, August 26, 2025 at 6:30pm
Location: By Zoom Video Conference

Present:	Ryan Dolejsi	President
	Katherine Craig	Vice President/ Maintenance
	Judy Rosmus	Treasurer/ Maintenance / Landscaping
	Traci-Ann Weaver	Secretary
	Kristina Calendino	Member At Large
	Ryan Bentham	Member At Large
	Sheryl MacDonald	Senior Strata Manager, Bradshaw Strata Management Ltd.
Absent with Regrets:	Mike MacLeod	Maintenance

Call to Order

The meeting was called to order at 6:31 p.m.

Approval and/or Additions to the Agenda

It was carried by all to approve the agenda.

Approval of Previous Minutes

It was carried by all to approve the June 17, 2025 minutes as previously circulated.

Important Notes

DECK DRAINS: Please ensure that you keep the drains on the upper deck. There is no overflow and so if both drains are plugged water will build up. This can cause water to accumulate on the deck and get into the unit. **DRAINS SHOULD BE FREE OF ALL DEBRIS.**

Financial Reports

Financial Statements: It was carried by all to approve the financial statements to July 2025.

Arrears: Unit 15945 has not made any attempt to contact the Strata; the next step would be to start Forced Sale proceedings. It was carried by all to table the decision to the next meeting.

Emergency Expenditures: None.

Uncashed Reimbursement Cheques: Two reimbursement cheques were reissued.

Business Maintenance

OWNERS – PLEASE DO NOT TALK TO THE LANDSCAPERS. IF YOU HAVE QUESTIONS OR CONCERNS, PLEASE EMAIL THE STRATA MANAGER. THE LANDSCAPERS HAVE BEEN TOLD THAT THEY ARE NOT TO TAKE DIRECTION FROM ANYONE BUT CERTAIN COUNCIL MEMBERS OR THE STRATA MANAGER. IN ADDITION, TAKING UP THEIR TIME TALKING TO THEM TAKES AWAY THEIR TIME DOING WORK FOR THE STRATA.

- **Landscaping:** The landscaping is going very well. Council will investigate trees to plant for permit requirements. The garden project for the area by 15945 is still planned for this fall. It was carried by all by email between meetings to approve a quote from Vista for pruning. It was carried by all to approve a quote from Vista to remove a bent tree.

IF ANY OWNER/RESIDENT DISCOVERS MAINTENANCE CONCERNS PLEASE PROMPTLY REPORT IT, AND SEND PICTURES, IF POSSIBLE, IN CASE COUNCIL DOES NOT SEE IT. COUNCIL ARE VOLUNTEERS AND THE ASSISTANCE OF ALL RESIDENTS IS NEEDED AND APPRECIATED.

- **Pest Control:** Rodent control is ongoing; service is once a month. Wasp nests were treated on a center island garden and at a unit.
- **Repairs 2025:** Rob Parker has completed the repairs for this year.

- **Siding Repairs:** 2025 repairs are complete.
- **Decks:** The upper deck of 15973 is complete.
- **Deck Drains:** This is being investigated, and drains are being updated as the decks vinyl is replaced.
- **Gutter Cleaning:** Quotes are pending for fall gutter cleaning.
- **Gutter Repairs:** A quote is required for larger gutters and added downspouts at the back of one building.
- **Exterior Spot Cleaning/ Spot Painting:** This was completed. Council discussed paint costs, the reason for the higher cost of the preferred paint is that it's a better type.
- **Roof Moss:** High-Five has completed this work
- **Concrete Driveways/ Sidewalks/ Asphalt:** Council has tabled the asphalt work at a unit, to review the asphalt in the complex and speed bumps for budgeting for 2026. Pioneer Paving will be asked for a quote.
- **Windows:** Nothing to report.
- **Water Ingress 2:** A unit reported water ingress which was found to be from 2 owner installed windows. The owner is not going to update their windows, who will do the work is still not determined. The Strata Manager was asked to follow up again.
- **Carport Insulation:** A quote for other areas that could use insulation is pending as it's for next year's budget.
- **Roof Review:** Accountable Roofing reviewed the roof that had the large Christmas decoration and found no evidence of damage. **NOTHING IS TO BE PUT ON THE ROOF GOING FORWARD.**
- **Perimeter Drains:** After discussions it was carried by all by email between meetings to approve the quote from Murrayville Plumbing to flush the perimeter drain lines and to vacuum the catch basins and sumps.
- **Exterior Lights:** If your light fixture requires replacement, email the Strata Manager with details and a picture of the fixture.

Business – General

- **Blockwatch:** A strata owner handles Blockwatch. To get on the list, or for more information send an email to: alderplaceblockwatch@gmail.com
- **Electrical Planning Report:** It was carried by all by email between meetings to approve the quote from Prism Engineering. A site visit will be conducted, and access to several units will be required. This is with council.
- **Depreciation Report:** It was carried by all by email between meetings to approve the quote from BC Building Science for this report. A site visit will be set up, and any required documents will be provided to BCBS. BCBS requested council advise them of the minimum balance they want to see in the CRF; after discussion it was carried by majority (4 yes, 2 opposed) to have that be \$100,000.
- **Fireplaces – Wood Burning:** All units with wood burning fireplaces were told to register with Metro Vancouver and if they are using it, to obtain a Wett certification. The Wett certification and proof of registration were to be sent to the Strata by September 15, 2024. Reminders have been sent. The Strata Manager will check with insurance regarding what is required of units that do not use their wood burning fireplace but have not had it WETT decommissioned. Bylaw violation letters will be sent to all units with wood burning fireplaces that are in use that have not complied.
- **Parking:** The Strata Council has approved a deal with Mortise Construction to rent 3 parking spots in the upper visitor parking for \$150/each/month. The Strata has been paid for May, June, July and August, which means the strata made \$1350. At the end of August Mortise removed their signs and are no longer paying for parking.
- **Alterations:** A list of decks and owner replaced windows was provided, the Strata Manager will review.
- **Pathway to Alderwood Park:** The Strata may own the pathway to Alderwood Park behind Alderwood One. The Strata is still investigating. The Strata determined the catch basin was on another strata's property and the City was notified about that.
- **Owner alterations:** The roof vent was installed on the wrong side of the unit than what was approved; it was carried by all by email to have the owner move the vent to the approved side – using the strata's roofing contractor. The email was sent, but no response has been received. The Strata Council requested that the Strata Manager ask the owner to provide copies of all of their open permits.

- **Vehicle Damage:** In July a vehicle hit 15915 and did some structural damage along with interior and exterior damage. A water line was repaired by Murrayville Plumbing, an engineer was hired to ensure the structural work is done correctly. The crash caused a gas leak, which required Fortis to shut the gas off until the line was repaired and safe. After initial cost estimates a Strata insurance claim was filed. The process requires a 2nd bid, and after consultation with Parker, he has declined. To try to speed it up, it was agreed to have a BFL preferred contractor do the 2nd bid. The owner requested approval to change their fireplace and the vent location during the repair work; it was carried by all to approve this. The strata insurance adjuster will subrogate against ICBC.
- **Unit Water Loss:** A unit reported a flood from an upstairs toilet. This is on the owner's insurance.
- **Unit Issue:** An owner, whose strata lot has a lien placed, is not responding. The owner's mail is being returned by Canada Post. They haven't responded to any strata mail. The lawyer received no response to the emailed notice of lien placement. A letter was put in the unit door asking for the person residing to advise who they were, no response was received. Another letter will be delivered to the unit.
- **Reported Theft:** An owner reported two thefts from their carport. An electric scooter had its lock cut on the first occasion, and the trunk of one vehicle was opened on the 2nd.

PET WASTE: PLEASE MAKE SURE YOU PICK UP PET WASTE IMMEDIATELY. DOGS ARE NOT ALLOWED TO RUN OFF-LEASH. IF YOUR DOG GETS LOOSE, YOU MUST CHECK TO SEE IF THEY HAVE LEFT ANY WASTE THAT NEEDS TO BE PICKED UP. IF THE STRATA HAS TO PAY SOMEONE TO PICK UP PET WASTE, IT WILL CAUSE STRATA FEES TO GO UP.

Correspondence

Correspondence (other than above):

- An owner requested approval to replace their hose-hanger, it was carried by all to approve this, no AOR. The same owner rebuilt their deck without prior approval, an AOR is required. A letter will be sent.
- A complaint was received about an owner's behaviour towards a contractor; a letter will be sent.
- A complaint was received about a hose hung from the ground to the upper deck and a piece of turf on the deck used for pet waste, and then rinsed down the drain. A letter will be sent.
- A complaint was received about a contractor working at a unit speeding, a letter will be sent.
- A complaint was received regarding dog poop and a dog running off leash, a letter will be sent.
- A complaint was received regarding items being stored on common property, the owner was notified and has addressed it but not to the council's satisfaction. The Strata Manager will update the owner.
- An owner reported water discoloration. No other reports were received.
- An owner reported low water pressure; no other reports were received.

The following notices were sent out: exterior cleaning/ painting; roof moss; visitor parking guidelines.

All complaints, requests for approval or maintenance issues, must be in writing to the Strata Manager (by email is fine). All correspondence must have your full name, address/ Strata name, and unit number.

Termination and Next Meeting Date

The meeting was terminated at 8:32 p.m.

The next meeting will be held on Tuesday, December 9, 2025 at 6:30pm by Zoom.

The AGM date was set for Tuesday, February 24, 2026 at 7pm by Zoom.

EMERGENCIES – INCLUDING AFTER HOURS

For emergencies, please call Bradshaw at 604-576-2424. Follow the directions. Please do not email emergency issues. Bradshaw has an after- hours service (Incredible Restorations) to answer calls and direct them to the appropriate party who can assist you. Do not leave a message for them, go to their call-taker who will take the information, which will then be passed to the Strata Manager on call. Only calls of a true emergency nature will be returned.

MINUTES OF THE STRATA MEETING ALDERWOOD – STRATA PLAN NW 318

Held: Tuesday, June 17, 2025 at 6:30pm
Location: By Zoom Video Conference

Present:	Ryan Dolejsi	President
	Judy Rosmus	Treasurer/ Maintenance / Landscaping
	Traci-Ann Weaver	Secretary
	Kristina Calendino	Member At Large
	Sheryl MacDonald	Senior Strata Manager, Bradshaw Strata Management Ltd.
Absent with Regrets:	Katherine Craig	Vice President/ Maintenance
	Mike MacLeod	Maintenance
	Ryan Bentham	Member At Large

Call to Order

The meeting was called to order at 6:30 p.m.

Approval and/or Additions to the Agenda

It was carried by all to approve the agenda.

Approval of Previous Minutes

It was carried by all to approve the March 25, 2025 minutes as previously circulated.

Important Notes

DECK DRAINS: Please ensure that you keep the drains on the upper deck. There is no overflow and so if both drains are plugged water will build up. This can cause water to accumulate on the deck and get into the unit. DRAINS SHOULD BE FREE OF ALL DEBRIS.
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Financial Reports

Financial Statements: It was carried by all to approve the financial statements to April 2025.

Arrears: Unit 15945 was sent to the lawyer as approved at the last meeting; a lien has been placed.

Uncashed Reimbursement Cheques: Two reimbursement cheques were not cashed; the Strata Manager has spoken to the applicable owners and new cheques were drawn up.

Business Maintenance

OWNERS – PLEASE DO NOT TALK TO THE LANDSCAPERS. IF YOU HAVE QUESTIONS OR CONCERNS, PLEASE EMAIL THE STRATA MANAGER. THE LANDSCAPERS HAVE BEEN TOLD THAT THEY ARE NOT TO TAKE DIRECTION FROM ANYONE BUT CERTAIN COUNCIL MEMBERS OR THE STRATA MANAGER. IN ADDITION, TAKING UP THEIR TIME TALKING TO THEM TAKES AWAY THEIR TIME DOING WORK FOR THE STRATA.

- **Landscaping:** The landscaping is going very well.
Council will investigate trees to plant for permit requirements
The garden project for the area by 15945 will be done in the fall.

IF ANY OWNER/RESIDENT DISCOVERS MAINTENANCE CONCERNS PLEASE PROMPTLY REPORT IT, AND SEND PICTURES, IF POSSIBLE, IN CASE COUNCIL DOES NOT SEE IT. COUNCIL ARE VOLUNTEERS AND THE ASSISTANCE OF ALL RESIDENTS IS NEEDED AND APPRECIATED.

- **Pest Control:** Rodent control is ongoing; service is once a month.
- **Repairs 2025:** Rob Parker has a list of items for 2025, priorities are determined, and work has begun.
- **Siding Repairs:** 2025 repairs were set to start before the painting project. Some siding holes were reported by owners, and they have been conveyed to Rob Parker.
- **Decks:** The upper deck of 15973 is to be done this year. The cost was approved by all of council.
- **Deck Drains:** This is being investigated.

- **Gutter Cleaning:** The gutter cleaning for spring has been completed by Great Heights. A couple of items were missed and they reattended to address them.
- **Gutter Repairs:** A few gutters require replacement parts; a list is being kept for Rob Parker.
- **Exterior Cleaning/ Spot Painting:** The spot cleaning is set for the week of the meeting. The painting project is set to start early July. A notice will be sent out.
- **Roof Moss:** High-Five will be arranged for late August.
- **Concrete Driveways/ Sidewalks/ Asphalt:** Council has tabled the asphalt work at a unit, to review the asphalt in the complex and speed bumps for budgeting for 2026. Council will review speed bumps to see if any pieces can easily be removed to prevent vehicle issues.
- **Windows:** Strata approved a unit to replace the glass in their bathroom window, with a reimbursement cap, however they were unable to do it. A council member was able to source out the glass and get it cut, so this was done and given to the owner.
- **Water Ingress 2:** A unit reported water ingress which was found to be from 2 owner installed windows. The owner is not going to update their windows, who will do the work is still not determined. If the owner wants their contractor to do the exterior work, council agreed an AOR is required. The Strata Manager was asked to follow up again.
- **Carport Insulation:** The insulation over carports with upper balconies were completed. A quote for other areas that could use insulation is pending as it's for next year's budget.
- **Roof Review:** Accountable Roofing reviewed the roof that had the large Christmas decoration and found no evidence of damage. NOTHING IS TO BE PUT ON THE ROOF GOING FORWARD.
- **Drainage:** Quotes have to be updated for the perimeter system for a flush and camera inspection. Once updated information is received council can make a decision.
- **Exterior Lights:** If your light fixture requires replacement, email the Strata Manager with details and a picture of the fixture.

Business – General

- **Blockwatch:** A strata owner handles Blockwatch. To get on the list, or for more information send an email to: alderplaceblockwatch@gmail.com
- **Electrical Planning Report:** The timing for the report is still being determined.
- **Depreciation Report:** The timing for the report is still being determined.
- **Fireplaces – Wood Burning:** All units with wood burning fireplaces were told to register with Metro Vancouver and obtain a Wett certification. The Wett certification and proof of registration were to be sent to the Strata by September 15, 2024. A lot of units have not done this and it could cause issues for the insurance. Bylaw violation letters will be sent to all units with wood burning fireplaces that have not complied.
- **Parking:** The Strata Council has approved a deal with Mortise Construction to rent 3 parking spots in the upper visitor parking for \$150/each/month. The Strata has been paid for May, June, July and August. This process has given the Strata Council information on the ability to rent out more parking spots to owners. This will be discussed to be brought up at the AGM. Renting of additional parking spots would require a change to the bylaws, so that people with 4 parking spots at their unit cannot rent spots if units with only 2 parking spots wish to rent one. The towing list was updated. Council members have been monitoring the parking to ensure that Mortise doesn't take advantage and so that residents do not park in visitor parking.
- **Insurance:** It was carried by all, by email, between meetings to approve the renewal with BFL
- **Alterations:** A list of decks and owner replaced windows was provided, the Strata Manager will review.
- **Pathway to Alderwood Park:** The Strata may own the pathway to Alderwood Park behind Alderwood One. The Strata is still investigating. The Strata cannot find the catch basin, and the Strata Manager has not connected with the person at the City.
- **Jason Reaugh:** As we have previously advised the aunt of this previous owner of 15943, has made a donation to the Strata to fund a part of the garden project.

- **Owner alterations:** A number of items were approved by council for this owner. They requested approval to replace windows and doors; more information was requested. They also sent a request to do yard alterations; more information is needed. After the meeting the owner requested approval to have his electrician enter the electrical room to do calculations. Due to an issue; it was carried by all that only the Strata's electrician would be allowed to do work in the electrical room. The roof vent was installed on the wrong side of the unit than what was approved; it was carried by all by email to have the owner move the vent to the approved side – using the strata's roofing contractor.
- **Rocks on City Property:** An owner queried the rocks on City property at the entrance to the Strata. Those have been put down for parking of heavy equipment. They will not remain.

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Correspondence

Correspondence (other than above):

- An owner requested approval to replace their hose-hanger, it was carried by all to approve this, no AOR. The same owner rebuilt their deck without prior approval, an AOR is required. A letter will be sent.
- An owner provided their permit for their bathroom renovation.
- A complaint was received about an owner's behaviour towards a contractor; a letter will be sent.
- A complaint was received about an owner having a hose hung from the ground to the upper deck and having a piece of turf on the deck where it was used for pet waste, and then rinsed down the drain. A letter will be sent.
- A complaint was received about a contractor working at a unit speeding, a letter will be sent.
- A complaint was received about a dog barking; a letter will be sent.
- A complaint was received about untrue statements in the minutes; what is discussed at the meeting, as well as decision made, is put in the minutes. When letters are sent out, owners can send in their response.
- An owner requested information on the engineer that did basement window and window well drawings, the engineer appears to have retired.
- A complaint was received regarding dog poop and a dog running off leash, a letter will be sent.
- A complaint was received regarding items being stored on common property, the owner was notified and has addressed it but not to the council's satisfaction. The Strata Manager will update the owner.
- An owner requested approval to extend their patio to the side of their unit, behind someone else's carport; this was denied as the practice has been that owners can extend their patio behind their unit, not to the side.

The following notices were sent out: insurance renewal, exterior cleaning, carport insulation work, landscaping day readiness, wood burning fireplaces - urgent.

All complaints, requests for approval or maintenance issues, must be in writing to the Strata Manager (by email is fine). All correspondence must have your full name, address/ Strata name, and unit number.

Termination and Next Meeting Date

The meeting was terminated at 8:06 p.m.

The next meeting will be held on Tuesday, September 9, 2025 at 6:30pm by Zoom.

EMERGENCIES – INCLUDING AFTER HOURS

For emergencies, please call Bradshaw at 604-576-2424. Follow the directions. Please do not email emergency issues. Bradshaw has an after- hours service (Incredible Restorations) to answer calls and direct them to the appropriate party who can assist you. Do not leave a message for them, go to their call-taker who will take the information, which will then be passed to the Strata Manager on call. Only calls of a true emergency nature will be returned.

MINUTES OF THE STRATA MEETING ALDERWOOD – STRATA PLAN NW 318

Held: Tuesday, March 25, 2025 at 6:30pm
Location: By Zoom Video Conference

Present:	Ryan Dolejsi	President
	Katherine Craig	Vice President/ Maintenance
	Judy Rosmus	Treasurer/ Maintenance / Landscaping
	Traci-Ann Weaver	Secretary
	Mike MacLeod	Maintenance
	Ryan Bentham	Member At Large
	Kristina Calendino	Member At Large
	Sheryl MacDonald	Senior Strata Manager, Bradshaw Strata Management Ltd.

Absent with Regrets: None

Call to Order

The meeting was called to order at 6:30 p.m.

Approval and/or Additions to the Agenda

It was carried by all to approve the agenda.

Approval of Previous Minutes

It was carried by all to approve the December 11, 2024 minutes as previously circulated.

Election of Council Positions

This was not done at the meeting. After the meeting, it was carried by majority to approve the council positions noted above.

Important Notes

DECK DRAINS: Please ensure that you keep the drains on the upper deck. There is no overflow and so if both drains are plugged water will build up. This can cause water to accumulate on the deck and get into the unit. DRAINS SHOULD BE FREE OF ALL DEBRIS.

Financial Reports

Financial Statements: It was carried by all to approve the financial statements to February 2025.

Arrears: An owner still owes 2 months fees, a lien warning letter was sent; it was carried by all to approve adding interest to the account and then send it to the lawyer for collection.. An owner owes a chargeback and one month fees, arrangements for payment have been made.

Worksafe BC 2024: This was completed. The Strata remitted for one contractor (who let their coverage lapse shortly before they left; they no longer work for the Strata).

Business Maintenance

OWNERS – PLEASE DO NOT TALK TO THE LANDSCAPERS. IF YOU HAVE QUESTIONS OR CONCERNS, PLEASE EMAIL THE STRATA MANAGER. THE LANDSCAPERS HAVE BEEN TOLD THAT THEY ARE NOT TO TAKE DIRECTION FROM ANYONE BUT CERTAIN COUNCIL MEMBERS OR THE STRATA MANAGER. IN ADDITION, TAKING UP THEIR TIME TALKING TO THEM TAKES AWAY THEIR TIME DOING WORK FOR THE STRATA.

- **Landscaping:** The landscaping is going very well. The various tree removals and pruning was completed by Country Tree. The trees that were removed were based on the recommendation of an arborist, and for some due to their obvious poor health. The goal this year was to remove dead or dangerous trees, plus trees that should come out in the next few years but right now an expensive permit was not required due to the size. Some hedging was removed to allow for removal of trees that fit into the categories above.

- Council will investigate trees to plant for permit requirements, Vista does a bulk ordering in the Spring that the Strata may be able to take advantage of.
- The garden project for the area by 15945 is pending; at the meeting it was carried by all to approve a quote from Vista for this.

IF ANY OWNER/RESIDENT DISCOVERS MAINTENANCE CONCERNS PLEASE PROMPTLY REPORT IT, AND SEND PICTURES, IF POSSIBLE, IN CASE COUNCIL DOES NOT SEE IT. COUNCIL ARE VOLUNTEERS AND THE ASSISTANCE OF ALL RESIDENTS IS NEEDED AND APPRECIATED.

- **Pest Control:** Rodent control is ongoing; service is once a month.
- **Repairs 2025:** A walkthrough will be conducted by Council with Rob Parker, to determine priorities for 2025.
- **Siding Repairs:** 2025 to be determined after a walk-around..
- **Decks:** Council will discuss what items should be permitted on upper decks and what items can cause premature wear or damage. 2025 to be determined after a walk-around
- **Deck Drains:** The Strata Manager will ask Precision Gutters again if cleaning the drains from the upper decks is something they could consider doing. The drains are being replaced during upper deck vinyl replacement.
- **Gutter Cleaning:** It was carried by all to approve a quote from Great Heights (not the last company) to clean the gutters in April; it is scheduled for April 17th. The contractor will be advised of several areas that need attention. The landscaper has agreed to clean out the few leaf catchers in the complex, a list will be emailed to Ben.
- **Gutter Repairs:** A few gutters require replacement parts; a list is being kept for Rob Parker.
- **Exterior Cleaning/ Spot Painting:** It was carried by all to approve the cleaning quote from High Five, a council member just has to confirm final details. This will be arranged for before the painting.
- **Roof Moss:** It was carried by all to approve the quote from High Five. It will be schedule for August, so that by the time gutter cleaning is done the moss should have fallen off.
- **Concrete Driveways/ Sidewalks/ Asphalt:** Council has tabled the asphalt work at a unit, to review the asphalt in the complex and speed bumps for budgeting for 2026. Council will review speed bumps to see if any pieces can easily be removed to prevent vehicle issues.
- **Windows:** Parker looked at a window in a unit, the report stated it was not a strata issue, the report will be sent to the owners. Strata approved a unit to replace the glass in their bathroom window, with a reimbursement cap; this has not been done to the Strata's knowledge.
- **Dryer Vent Cleaning:** It was agreed by council this would be done every few years, not annually. The exterior vent pieces that needed replacement were done.
- **Patio Door Handles:** The visit by Peak Glass took place, feedback was positive.
- **Water Ingress:** The chargeback was paid.
- **Water Ingress 2:** A unit reported water ingress which was found to be from 2 owner installed windows. The owner is not going to update their windows, who will do the work is still not determined. If the owner wants their contractor to do the exterior work, council agreed an AOR is required. The Strata Manager was asked to explain the AOR to the owner.
- **Exterior Lights:** A fixture was replaced on a unit's front light. Two units without carport lights had new flush mount lights installed (LED) and it was determined both front lights work on the same switch.
- **Carport Insulation:** A quote was provided by Parker to insulate the area over carports, under upper balconies, where the unit is over the carport to some degree. It was carried by all to approve the quote.
- **Roof Review:** An owner put a large Christmas decoration with solid footing, on their roof. The roofer was asked to review when they are onsite doing other work. If there is any damage, a quote will be obtained and the cost charged back. The owner did not get approval to put anything on the roof.
- **Drainage:** Quotes have to be updated for the perimeter system for a flush and camera inspection. Once updated information is received council can make a decision.
- **Gas Meter Exchanges:** Fortis has been contacting owners to exchange their meters. Council reviewed a couple of replaced ones and found no new penetrations to the building.

- **Exterior Lights:** If your light fixture requires replacement, email the Strata Manager with details and a picture of the fixture.

Business – General

- **Blockwatch:** A strata owner handles Blockwatch. To get on the list, or for more information send an email to: alderplaceblockwatch@gmail.com
- **Electrical Planning Report:** The quotes were reviewed, it was carried by all to approve the joint quote from BC Building Science. Timing has not yet been determined.
- **Depreciation Report:** The quotes were reviewed, it was carried by all to approve the joint quote from BC Building Science. Timing has not yet been determined..
- **Fireplaces – Wood Burning:** All units with wood burning fireplaces were told to register with Metro Vancouver and obtain a Wett certification. The Wett certification and proof of registration were to be sent to the Strata by September 15, 2024. A lot of units have not done this and it could cause issues for the insurance. Bylaw violation letters will be sent to all units with wood burning fireplaces that have not complied.
- **Parking:** Contractors from nearby construction are using the Strata space, with the signage up, those vehicles can be towed. After the meeting a council member spoke to a site foreman and it was noted this should resolve itself. If not council can tow. The towing list was updated and all council members have the details.
- **Insurance:** The 2025 appraisal was received, the appraised value at renewal will be \$14,316,000. The completed renewal questionnaire and other information was supplied to BFL. BFL noted that the lack of WETT certificates provided by owners could cause issues with renewal. Another quote will be obtained through a contact of a council members.
- **Alterations:** A list of decks and owner replaced windows was provided, the Strata Manager will review.
- **Pathway to Alderwood Park:** The Strata may own the pathway to Alderwood Park behind Alderwood One. The Strata is still investigating. A city worker that advised of this, also advised a catch basin on the property was overflowing, however council cannot find it. The Strata Manager will reach out to the City.
- **Jason Reaugh:** As most of you know, the previous owner of 15943 passed away. His aunt wants to make a donation to the Strata in the form of something for the garden. Council is working with her.
- **Owner alterations:** A new owner undertook alterations after assuring council that the work to be done did not require approval under the bylaws. However, that turned out not to be the case. The owner requested approval for a variety of things. So far council has approved various items with conditions, denied an EV charger, and required the owner to provide more details and obtain required permits. The owners has provided the AOR, signed and witnessed, for the new furnace/heat pump/attic ducting and accessories. Other items are pending approval once more information is received. As the owner was in violation of a number of bylaws, they were required to have their unit inspection by the Strata electrician and a council member and address deficiencies found in the report, and cover the cost of the report. It was also determined the owner undid the proper, permitted, pigtail of aluminum to copper; having it redone by Wired Up is a condition of approval.

PET WASTE: PLEASE MAKE SURE YOU PICK UP PET WASTE IMMEDIATELY. DOGS ARE NOT ALLOWED TO RUN OFF-LEASH. IF YOUR DOG GETS LOOSE, YOU MUST CHECK TO SEE IF THEY HAVE LEFT ANY WASTE THAT NEEDS TO BE PICKED UP. IF THE STRATA HAS TO PAY SOMEONE TO PICK UP PET WASTE, IT WILL CAUSE STRATA FEES TO GO UP.

Correspondence

Correspondence (other than above):

- An owner requested approval to replace their hose-hanger, it was carried by all to approve this but an AOR is required. The hose was leaking, and the owner will be asked if any of the water got into the siding. The same owner rebuilt their deck without prior approval, an AOR is required. A letter will be sent.
- An owner requested approval for bathroom the signed AOR was received; the permits are still pending.
- A complaint was received about an owner's behaviour towards a contractor, a letter will be sent.

- A complaint was received regarding an owner having a hose hung up from the ground to the upper deck of the unit, and having a piece of turf on the upper deck where it was being used for pet waste, which as then being rinsed down the drain. A letter will be sent.
- An owner requested approval to repair and rebuild their deck; this was approved, and the owner signed and returned the AOR.
- An owner was sent a chargeback letter for investigation in their basement as it was the owner responsibility; the chargeback has been paid.

The following notices were sent out: patio door schedule; exterior tap winterizing; tree removal and pruning.

All complaints, requests for approval or maintenance issues, must be in writing to the Strata Manager (by email is fine). All correspondence must have your full name, address/ Strata name, and unit number.

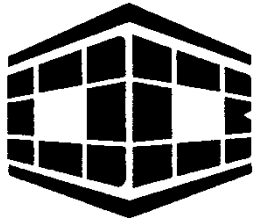
Termination and Next Meeting Date

The meeting was terminated at 8:50 p.m.

The next meeting will be held on Tuesday, June 17, 2025 at 6:30pm by Zoom.

EMERGENCIES – INCLUDING AFTER HOURS

For emergencies, please call Bradshaw at 604-576-2424. Follow the directions. Please do not email emergency issues. Bradshaw has an after- hours service (Incredible Restorations) to answer calls and direct them to the appropriate party who can assist you. Do not leave a message for them, go to their call-taker who will take the information, which will then be passed to the Strata Manager on call. Only calls of a true emergency nature will be returned.



Bradshaw Strata Management Ltd.

#200 – 5740 176A Street, Surrey, BC Canada V3S 4H2
Tel: (604) 576-2424

March 10, 2025

**ALDERWOOD, NW 318
15915 TO 15977 ALDER PLACE
SURREY, BC**

DEAR OWNER:

RE: ALDERWOOD, NW 318 – NEW STRATA FEES FOR 2025

As per the approved operating budget for 2025 for Alderwood, an increase in monthly strata fees became effective for the fiscal year which started January 1, 2025. Refer to the strata fee list on the reverse of this notice. Please note the following:

FOR THOSE OWNERS ON THE PRE-AUTHORIZED PAYMENT SYSTEM:

Your new monthly strata fee will be implemented on the pre-authorized payment system commencing April 1, 2025. Please note an adjustment fee related to the increase for the months of January, February, and March 2025 has been applied to your account.

The adjustment fee is due April 1, 2025 along with your new strata fee. Please refer to the chart located on the back of this page to obtain the amount being taken out of your account on April 1, 2025.

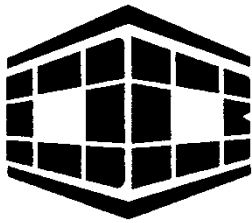
FOR THOSE OWNERS THAT REMIT STRATA FEES IN CHEQUE FORM:

Please remit the adjustment fee and adjust your cheques accordingly to the new strata fee amount and submit the appropriate amount for any months that you paid the old amount.

Please note payments are to be sent directly to the offices of Bradshaw Strata Management Ltd. Cheques should be made payable to Alderwood, NW 318. Please ensure your unit number is on the cheque.

Thank you for your cooperation in the above matter.

ALDERWOOD I, NW 318							
STRATA FEE SCHEDULE							
				APPROVED	3	AMOUNT	
UNIT #	S.L.	U.E.	FEES	FEES	MONTH	DUE	
			2024	2025	ADJUSTMENT	APRIL 1/25	
15915	17	9	555.90	562.50	19.80	582.30	
15917	18	10	617.67	625.00	21.99	646.99	
15919	19	10	617.67	625.00	21.99	646.99	
15921	20	10	617.67	625.00	21.99	646.99	
15923	21	10	617.67	625.00	21.99	646.99	
15925	22	10	617.67	625.00	21.99	646.99	
15927	23	10	617.67	625.00	21.99	646.99	
15929	24	10	617.67	625.00	21.99	646.99	
15931	25	10	617.67	625.00	21.99	646.99	
15933	26	10	617.67	625.00	21.99	646.99	
15935	27	10	617.67	625.00	21.99	646.99	
15937	28	10	617.67	625.00	21.99	646.99	
15939	29	10	617.67	625.00	21.99	646.99	
15941	30	10	617.67	625.00	21.99	646.99	
15943	31	10	617.67	625.00	21.99	646.99	
15945	32	9	555.90	562.50	19.80	582.30	
15947	1	9	555.90	562.50	19.80	582.30	
15949	2	10	617.67	625.00	21.99	646.99	
15951	3	10	617.67	625.00	21.99	646.99	
15953	4	10	617.67	625.00	21.99	646.99	
15955	5	10	617.67	625.00	21.99	646.99	
15957	6	10	617.67	625.00	21.99	646.99	
15959	7	10	617.67	625.00	21.99	646.99	
15961	8	10	617.67	625.00	21.99	646.99	
15963	9	10	617.67	625.00	21.99	646.99	
15965	10	10	617.67	625.00	21.99	646.99	
15967	11	10	617.67	625.00	21.99	646.99	
15969	12	10	617.67	625.00	21.99	646.99	
15971	13	10	617.67	625.00	21.99	646.99	
15973	14	10	617.67	625.00	21.99	646.99	
15975	15	10	617.67	625.00	21.99	646.99	
15977	16	9	555.90	562.50	19.80	582.30	
		316	19,518.36	19,750.00	694.92	20,444.92	
			X 12	X 12			
			234,220.32	237,000.00			



Bradshaw Strata Management Ltd.

#200 – 5740 176A Street, Surrey, BC Canada V3S 4H2
Tel: (604) 576-2424

**MINUTES OF THE ANNUAL GENERAL MEETING
STRATA PLAN NW318 – ALDERWOOD
WEDNESDAY, FEBRUARY 26, 2025
BY ZOOM VIDEO CONFERENCE**

Call to Order/ Calling of the Roll/ Certification of Proxies

The meeting was called to order at 7:01 p.m. by Ryan Dolejsi, Council President. There are 32 strata lots in Alderwood; a quorum of 32 is 11. The Strata Manager reported that there were 13 strata lots represented; 9 in person and 4 by proxy. Quorum was established.

Election of Chairperson

The President, Ryan Dolejsi and Vice President, Kathy Craig, declined to chair the meeting and Moved/Seconded (15963/15977) to elect Sheryl MacDonald, Strata Manager, Bradshaw Strata Management Ltd., to chair the meeting.

In Favour 13 Opposed 0 Abstentions 0 CARRIED

Proof Of Notice of Meeting

It was reported that the Notice of Meeting package was sent out in accordance with the Strata Property Act on February 4, 2025. As such, Proof of Notice of Meeting was filed.

Approval of Agenda

It was Moved / Seconded (15949/15963) to approve the agenda as presented.

In Favour 13 Opposed 0 Abstentions 0 CARRIED

Approval of the Minutes of the Annual General Meeting held February 13, 2024

It was Moved / Seconded (15977/15967) to approve the minutes as circulated.

In Favour 13 Opposed 0 Abstentions 0 CARRIED

Reports from Council

There was no report from Council; everything has been noted in the minutes. The Strata Manager asked if anyone had questions for Council, no one did and so the meeting proceeded.

Report on Insurance

The current policy, with BFL Canada, expires May 1, 2025. The Strata Manager reviewed the insurance. More information is included with, but does not form part of, these minutes.

Approval of Proposed Operating Budget

The Strata Manager reviewed the budget with those present; a 1.2% increase is proposed. After discussion, the vote was called.

In Favour 13 Opposed 0 Abstentions 0 CARRIED

Majority Vote Motion – CRF Expense – Depreciation Report

It was Moved/ Seconded (15963/15933) that: Be it resolved by a majority vote motion of the Owners, Strata Plan, NW318, that the owners approve an expense, not to exceed \$7,500 (seven thousand five

hundred dollars) from the Contingency Reserve Fund, to complete a Depreciation Report.

In Favour 13 Opposed 0 Abstentions 0 CARRIED

Majority Vote Motion – CRF Expense – Electrical Planning Report

It was Moved/ Seconded (15961/15963) that: Be it resolved by a majority vote motion of the Owners, Strata Plan, NW 318, that the owners approve an expense, not exceed \$7,500.00 (seven thousand, five hundred dollars), from the Contingency Reserve Fund, to have an Electrical Planning Report completed (including associated costs).

In Favour 13 Opposed 0 Abstentions 0 CARRIED

¾ Vote Resolution – CRF Expense – Repairs & Maintenance

It was Moved/ Seconded (15977/15963) that: Be it resolved by way of a ¾ vote resolution of the Owners, Strata Plan, NW 318, that the owners approve expenditures, not exceed \$40,000.00 (forty thousand dollars), from the Contingency Reserve Fund, to fund additional repairs and maintenance.

In Favour 13 Opposed 0 Abstentions 0 CARRIED

Election of the Strata Council

In accordance with the Strata Property Act, the current Strata Council members retired from their positions at the end of the meeting. The owners present thanked the council for their hard work over the past year. After nominations and volunteers, the following seven owners or spouses of owners (as allowed per the bylaws) agreed to stand for Council:

Unit 15963	Ryan Dolejsi	Unit 15949	Judy Rosmus
Unit 15977	Katherine Craig	Unit 15967	Ryan Bentham
Unit 15969	Mike MacLeod	Unit 15941	Traci Weaver
Unit 15933	Kristina Calendino		

It was Moved/Seconded (15961/15963) to close nominations and elect the above to the Council.

In Favour 13 Opposed 0 Abstentions 0 CARRIED

General Discussion

In addition to things brought up during other parts of the meeting, the following things were discussed.

An owner volunteered to be one of the landscaping liaisons in addition to two council members. The liaisons are Judy Rosmus, Kathy Craig and Alexandra Bagnall.

It was noted that the path from the green space to Alder Park has been icy this and because the path is slippery and sloped, water comes over the path down to the strata units adjacent to the path.

An owner asked about having colour options when the doors are painted; possibly having 2 or 3 colours owners could choose from, so that everyone did not have the same colour. Another owner did not like the idea. This will be discussed at a future date.

Termination of Meeting

There being no further business, it was Moved/Seconded (15961/15963) to terminate the meeting at 7:37 p.m.

The next Strata Council meeting will be held on Tuesday, March 25, 2025 at 6:30pm by Zoom.

REPORT ON STRATA INSURANCE – ALDERWOOD, NW 318 – 2025 AGM

The current policy, with BFL Canada, expires May 1, 2025. The Strata Corporation obtains an annual insurance appraisal. The Strata Property Act requires that all Strata Corporations be insured to full replacement value and the only way to determine that is to have an appraisal. The Strata is currently insured for \$13,852,000.00.

The Strata's deductibles are:	All Risks	\$25,000
	Water Damage	\$25,000
	Sewer Backup	\$25,000
	Flood Damage	\$25,000
	Earthquake	10% of insured value (min \$250,000)

Owners are reminded that they should have content insurance for their own property, in order to cover any damage to their personal property in the event of damage. Owners should also have insurance coverage for betterments or improvements to their unit. Please note that the Strata Corporation's insurance does not cover either of these. Please note that basements were not finished in original construction, so the Strata only insures to that state; drywall, flooring, etc. are owner improvements.

Owners are reminded in the event of damage to a unit where the damage is under the applicable strata deductible, the Strata will not undertake repairs as the Strata does not repair and maintain inside a unit (except those things noted in the bylaws), they only insure some things inside a unit. Cause of the loss does not determine who is responsible for the repairs (and repair costs).

It is recommended that owners take a copy of the Strata Corporation's insurance policy with them when they renew their homeowner's insurance, to ensure that the policies are complimentary and not overlapping and to ensure owners have sufficient coverage. If you have not done this recently, it is recommended that you contact your insurer and provide them with the Summary of Coverage provided.

Strata owners should ensure that they have deductible coverage on their homeowners' insurance policy. Owners should have coverage for occasions where a Strata insurance deductible is charged back to the owner's account. This would occur in a situation where damage was caused to property that the Strata insures and the cause of the damage was determined to be the responsibility of the unit/ owner. This coverage would see the homeowner's policy pay the Strata's deductible, while the homeowner paid the deductible on their policy to their insurer. Owners should also have coverage in the event that there is an insurance claim, such as an earthquake, where a portion of the Strata's insurance deductible is charged back to all units. By having Deductible coverage, the owner's policy would pay the Strata Corporation the owner's portion of the deductible and then the owner would pay the deductible applicable on their personal policy. In the case of an Earthquake that caused damage to all of the buildings at **Alderwood** the deductible for the Strata Corporation would be 10% of \$13,852,000.00 or \$1,385,200.00. The deductible is then divided among all 32 units by way of unit entitlement (just like strata fees). *See attached spreadsheet.*

Non-resident owners should be aware that they still should have coverage for Strata deductibles, including earthquake, as that coverage is usually not offered to tenants and the Strata does not go after tenants for deductible reimbursement.

ALDERWOOD I, NW 318			
EARTHQUAKE DEDUCTIBLE BY UNIT			
10% OF INSURED VALUE			
AS AT MAY 1, 2024			
			PER UNIT
			DEDUCTIBLE
UNIT #	S.L.	U.E.	AMOUNT
15915	17	9	39,451.90
15917	18	10	43,835.44
15919	19	10	43,835.44
15921	20	10	43,835.44
15923	21	10	43,835.44
15925	22	10	43,835.44
15927	23	10	43,835.44
15929	24	10	43,835.44
15931	25	10	43,835.44
15933	26	10	43,835.44
15935	27	10	43,835.44
15937	28	10	43,835.44
15939	29	10	43,835.44
15941	30	10	43,835.44
15943	31	10	43,835.44
15945	32	9	39,451.90
15947	1	9	39,451.90
15949	2	10	43,835.44
15951	3	10	43,835.44
15953	4	10	43,835.44
15955	5	10	43,835.44
15957	6	10	43,835.44
15959	7	10	43,835.44
15961	8	10	43,835.44
15963	9	10	43,835.44
15965	10	10	43,835.44
15967	11	10	43,835.44
15969	12	10	43,835.44
15971	13	10	43,835.44
15973	14	10	43,835.44
15975	15	10	43,835.44
15977	16	9	<u>39,451.90</u>
		316	1,385,200.00

MINUTES OF THE STRATA MEETING ALDERWOOD – STRATA PLAN NW 318

Held: Wednesday, December 11, 2024 at 6:30pm
Location: By Zoom Video Conference

Present:	Ryan Dolejsi	President
	Katherine Craig	Vice President/ Maintenance
	Judy Rosmus	Treasurer/ Maintenance / Landscaping
	Traci-Ann Weaver	Secretary
	Gerald Jennings	Member At Large
	Sheryl MacDonald	Senior Strata Manager, Bradshaw Strata Management Ltd.

Absent with Regrets:	Mike MacLeod	Maintenance
	Ryan Bentham	Member At Large

Call to Order

The meeting was called to order at 6:30 p.m.

Approval and/or Additions to the Agenda

It was carried by all to approve the agenda.

Approval of Previous Minutes

It was carried by all to approve the September 17, 2024 minutes as previously circulated.

Important Notes

DECK DRAINS: Please ensure that you keep the drains on the upper deck. There is no overflow and so if both drains are plugged water will build up. This can cause water to accumulate on the deck and get into the unit. DRAINS SHOULD BE FREE OF ALL DEBRIS INCLUDING SNOW AND ICE.

Financial Reports

Financial Statements: It was carried by all to approve the financial statements to October 2024.

Arrears: A new owner owes 2 months fees, reminders have been sent. An owner owes a chargeback, arrangements for payment have been made.

Emergency Expenditures: None

Business – Projects

- **Drainage:** Quotes will be obtained for flushing of the drainage system to be done in 2025.

Business Maintenance

OWNERS – PLEASE DO NOT TALK TO THE LANDSCAPERS. IF YOU HAVE QUESTIONS OR CONCERNS, PLEASE EMAIL THE STRATA MANAGER. THE LANDSCAPERS HAVE BEEN TOLD THAT THEY ARE NOT TO TAKE DIRECTION FROM ANYONE BUT CERTAIN COUNCIL MEMBERS OR THE STRATA MANAGER. IN ADDITION, TAKING UP THEIR TIME TALKING TO THEM TAKES AWAY THEIR TIME DOING WORK FOR THE STRATA.

- **Landscaping:** The landscaping is going very well. Council thinks very highly of Ben from Vista. It was carried by majority (5 in favour/1 abstention) to approve a quote from Country Tree for various removals and pruning. All required permits were obtained for the work. Country Tree scheduled the work for December 19th. The garden project for the area by 15945 is still pending, quotes are being obtained.

IF ANY OWNER/RESIDENT DISCOVERS MAINTENANCE CONCERNS PLEASE PROMPTLY REPORT IT, AND SEND PICTURES, IF POSSIBLE, IN CASE COUNCIL DOES NOT SEE IT. COUNCIL ARE VOLUNTEERS AND THE ASSISTANCE OF ALL RESIDENTS IS NEEDED AND APPRECIATED.

- **Pest Control:** Rodent control is ongoing; service is once a month.
- **Repairs 2025:** A walkthrough will be conducted by Council with Rob Parker, to determine priorities for 2025.
- **Siding Repairs:** 2025 to be determined after a walk-around..
- **Decks:** Council will discuss what items should be permitted on upper decks and what items can cause premature wear or damage. 2025 to be determined after a walk-around
- **Deck Drains:** The Strata Manager will ask Precision Gutters again if cleaning the drains from the upper decks is something they could consider doing. The drains are being replaced during upper deck vinyl replacement.
- **Gutter Cleaning:** This was completed by High Five.
- **Exterior Cleaning/ Spot Painting:** This will be part of the 2025 if the budget permits.
- **Moss Removal – pavement:** This work was completed and council was pleased with the work.
- **Roof Moss:** This was completed and council was satisfied with the work.
- **Zinc Strips:** An updated quote was received from Accountable Roofing and it was determined that the cost was prohibitive and funds could be better spent doing regular roof moss cleaning.
- **Concrete Driveways/ Sidewalks:** It was brought to council's attention that some roadway asphalt work may be required in the next few years; as such it was agreed to postpone work on driveways until more information on roadway costs is obtained.
- **Windows:** Rob will be asked to look at the windows to one unit, this is still pending. An owner reported that two pieces of the slatted bathroom window need replacing (as they have been replaced with other material). Council has obtained a quote but it is expensive due to minimum charge; the Strata Manager will reach out to the owner about an option.
- **Dryer Vent Cleaning:** This was completed, all but 2 units provided access. The Strata finally received the report; the units with issues will be notified.
- **Patio Door Handles:** The visit by Peak Glass was postponed; it will be arranged for sometime in January.
- **Water Ingress:** A unit reported water ingress and after investigation it was determined that there was siding damage due to the way the owner installed deck was done. The Strata arranged Parker to the siding work and the cost was charged back to the owner; which the owner agreed to pay. The owner signed an AOR for the new deck, after specifications were provided to council from the owner's contractor.
- **Water Ingress 2:** A unit reported water ingress which was found to be from 2 owner installed windows. The owner is investigating upgrading the windows at their cost and will keep the Strata updated.
- **Exterior Lights:** 2 units have reported issues with their lights. Council is keeping a list and will arrange the electrician when there are more items.
- **Hydrant Certification:** The annual certification for 2024 was completed.
- **Carport Insulation:** During work to a unit by the owner, it was reported that there was no insulation under the unit, over the carport. In addition, it appeared there may be areas bringing cold into the joist areas. This will be discussed with Parker.

- **Exterior Lights:** If your light fixture requires replacement, email the Strata Manager with details and a picture of the fixture.

Business – General

- **Blockwatch:** A strata owner handles Blockwatch. To get on the list, or for more information send an email to: alderplaceblockwatch@gmail.com
- **Waste Removal:** The change to Maple Leaf is complete. The City of Surrey finally delivered a replacement recycling bin.
- **Electrical Planning Report:** Two quotes have been obtained.
- **Depreciation Report:** Two quotes have been obtained.
- **Fireplaces – Wood Burning:** All units with wood burning fireplaces must register with Metro Vancouver and obtain a Wett certification. The Wett certification and proof of registration were to be sent to the Strata by

September 15, 2024. The Strata Manager will be reviewing the list of documents received and reaching out to owners who have not provided the required items in the New Year.

- **Rules for Upper Decks:** Council will consider what items will be, and won't be, permitted on upper decks. If needed a bylaw will be obtained.
- **AGM 2024:** The AGM was discussed, the following was carried by all. The AGM will be held by Zoom on Wednesday, February 26, 2025 at 7pm. The following items were approved for the agenda:
 - Budget with a small increase
 - CRF Expenditure for Electrical Planning Report
 - CRF Expenditure for Depreciation Report

PET WASTE: PLEASE MAKE SURE YOU PICK UP PET WASTE IMMEDIATELY. DOGS ARE NOT ALLOWED TO RUN OFF-LEASH. IF YOUR DOG GETS LOOSE, YOU MUST CHECK TO SEE IF THEY HAVE LEFT ANY WASTE THAT NEEDS TO BE PICKED UP. IF THE STRATA HAS TO PAY SOMEONE TO PICK UP PET WASTE, IT WILL CAUSE STRATA FEES TO GO UP.

Correspondence

Correspondence (other than above):

- An owner requested approval to replace their hose-hanger, it was carried by all to approve this but an AOR is required. The hose was leaking, and the owner will be asked if any of the water got into the siding.
- An owner requested approval for bathroom renovation and sent in detailed drawings with the request. It was carried by all to approve the request with an AOR and City permits being requirements for approval.
- A complaint was received about an owner's behaviour towards a contractor, a letter will be sent.
- A complaint was received regarding an owner having a hose hung up from the ground to the upper deck of the unit, and having a piece of turf on the upper deck where it was being used for pet waste, which as then being rinsed down the drain. A letter will be sent.

Notices were sent out regarding exterior tap's being winterized, roof cleaning, patio door work, gutter cleaning and dryer vent cleaning.

All complaints, requests for approval or maintenance issues, must be in writing to the Strata Manager (by email is fine). All correspondence must have your full name, address/ Strata name, and unit number.

Termination and Next Meeting Date

The meeting was terminated at 8:19 p.m.

The next meeting will be the AGM which will be held on Wednesday, February 26, at 7:00 pm by Zoom.

EMERGENCIES – INCLUDING AFTER HOURS

For emergencies, please call Bradshaw at 604-576-2424. Follow the directions. Please do not email emergency issues. Bradshaw has an after- hours service (Incredible Restorations) to answer calls and direct them to the appropriate party who can assist you. Do not leave a message for them, go to their call-taker who will take the information, which will then be passed to the Strata Manager on call. Only calls of a true emergency nature will be returned.

MINUTES OF THE STRATA MEETING ALDERWOOD – STRATA PLAN NW 318

Held: Tuesday, September 17, 2024 at 6:30pm
Location: By Zoom Video Conference

Present:	Ryan Dolejsi	President
	Katherine Craig	Vice President/ Maintenance
	Judy Rosmus	Treasurer/ Maintenance / Landscaping
	Traci-Ann Weaver	Secretary
	Mike MacLeod	Maintenance
	Ryan Bentham	Member At Large (6:55pm)
	Gerald Jennings	Member At Large
	Sheryl MacDonald	Senior Strata Manager, Bradshaw Strata Management Ltd.

Absent with Regrets: None

Call to Order

The meeting was called to order at 6:32 p.m.

Approval and/or Additions to the Agenda

It was carried by all to approve the agenda.

Approval of Previous Minutes

It was carried by all to approve the June 18, 2024 minutes as previously circulated.

Important Notes

DECK DRAINS: Please ensure that you keep the drains on the upper deck. There is no overflow and so if both drains are plugged water will build up. This can cause water to accumulate on the deck and get into the unit. **DRAINS SHOULD BE FREE OF ALL DEBRIS INCLUDING SNOW AND ICE.**

Financial Reports

Financial Statements: It was carried by all to approve the financial statements to August 2024.

Arrears: A new owner owes 2 months fees, reminders have been sent.

CRF Emergency Expenditures: None

Business – Projects

- **Drainage:** The owner removed the old concrete next to the unit and the Strata took care of rot repairs to the wall.

Business Maintenance

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- **Landscaping:** The new landscapers are working their way through the property. There are a few areas that need attention. The next trees to be removed are two dead trees in visitor parking; the Strata has applied for the required permit. A tree by 15915 will be done in the next few years. All trees removed are viewed by the City of Surrey before a permit is granted to the Strata. Quotes will be obtained for pruning of various large trees. Quotes are still pending for the gardening project in the area by 15945. It was carried by all between meetings to approve a quote from BC Plant Healthcare to do root pruning at the driveway of 15939; this has been completed.

IF ANY OWNER/RESIDENT DISCOVERS MAINTENANCE CONCERNS PLEASE PROMPTLY REPORT IT, AND SEND PICTURES, IF POSSIBLE, IN CASE COUNCIL DOES NOT SEE IT. COUNCIL ARE VOLUNTEERS AND THE ASSISTANCE OF ALL RESIDENTS IS NEEDED AND APPRECIATED.

- **Pest Control:** Rodent control is ongoing. It was carried by all between meetings to have a bat house placed by 15915.
- **Siding Repairs:** Done for the year.
- **Decks:** Leaks from upper decks due to incorrect drains will be addressed by Parker. Council will discuss what items should be permitted on upper decks and what items can cause premature wear or damage.
- **Deck Drains:** A quote to clean the lines of the deck drains has not been obtained. Due to how these drains are installed, contractors are concerned with how to do the job. The Strata Manager will ask Precision Gutters again if this is something they could consider doing.
- **Gutter Cleaning & Issues:** It was carried by all to approve the quote from High Five to do the gutter cleaning.
- **Exterior Cleaning/ Spot Painting:** This will wait till next year due to other more urgent items.
- **Moss Removal – pavement:** It was carried by all to cancel the quote from Lyonridge and approve the quote from Black Bear. After the meeting the work was scheduled and notice sent out.
- **Roof Moss:** It was carried by all between meetings to approve the quote from High Five to do the most needed roofs. This has been scheduled and notice sent out.
- **Zinc Strips:** It was carried by all to approve a quote from Accountable Roofing to install Zinc strips on the roofs of units 15 to 23, 47 to 53 and 31 to 37 in 2025.
- **Concrete Driveways/ Sidewalks:** An updated quoted for the driveway at 15939 is pending.
- **Windows:** Rob will be asked to look at the windows to one unit, this is still pending.
- **Unit Steps:** The contractor has completed replacement of all required small steps at units.
- **Dryer Vent Cleaning:** It was carried by all to approve the quote from Michael A Smith Duct Cleaning for inside and outside cleaning. This will be scheduled.
- **Patio Door Handles:** The Strata Manager reported that she has found another company that can handle repairs to patio doors (handles/rollers, etc).
- **Snow Removal/Salting:** It was carried by all to approve an On Call Agreement with Smiler Services.
- **Carport Post Rot:** A unit reported post rot; the post was replaced by Parker.
- **Unit Plumbing Work:** The water was shut off so that two units could do work in their units.
- **Leaking Tap:** A leaking tap was reported, upon investigation it was found to not have an issue.

• **Exterior Lights:** If your light fixture requires replacement, email the Strata Manager with details and a picture of the fixture.

Business – General

- **Blockwatch:** A strata owner handles Blockwatch. To get on the list, or for more information send an email to: alderplaceblockwatch@gmail.com
- **Waste Removal:** Maple Leaf bins are in place and the schedules for each bin type were sent out. The Strata requested a replacement Blue Bin from the City several times in the summer, however it was not provided. After the meeting, and further appeals to the City, the bin was delivered.
- **Parking:** Council is going to discuss potential options to find more rentable parking spaces.
- **Electrical Planning Report:** One quote has been obtained; one more will be obtained.
- **Depreciation Report:** One quote has been obtained; one more will be obtained.
- **Fireplaces – Wood Burning:** All units with wood burning fireplaces must register with Metro Vancouver and obtain a Wett certification. The Wett certification and proof of registration must be sent to the Strata by September 15, 2024. Failure to obtain Wett certification and provide documentation to the Strata could void the Strata insurance, which is a violation of the Strata bylaws. The Strata Manager will be reviewing the list of documents received and reaching out to owners who have not provided the required items.

- **Dumping:** A council member saw someone dumping landscaping debris on Alderwood One property. The person was thought to be a landscaping crew member from Alderwood Two. The Strata Manager reached out to the Alderwood Two manager, who advised they would contact council. Shortly thereafter the same person came back and removed the debris.
- **Rules for Upper Decks:** Council will consider what items will be, and won't be, permitted on upper decks. If needed a bylaw will be obtained.
- **AGM Planning:** Updated costs for a few 2025 maintenance items will be obtained; this includes the approved Zinc strip installation and the drainage system flush, every sump and secondary systems.
- **Rentals:** Owners who rent units are required to submit a Form K within two weeks of a tenant moving in. A letter will be sent to an owner whose unit has been tenanted for 2 months but no Form K received.
- **Owner Decks:** Owners who upgrade/replace their owner installed deck need to get written approval before doing so, and a condition of approval is an updated Assumption of Responsibility Agreement. Letters will be sent to a couple of units.

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Correspondence

Correspondence (other than above):

- An owner requested approval to replace their hose-hanger, it was carried by all to approve this but an AOR is required. The hose was leaking, and the owner will be asked if any of the water got into the siding.
- An owner requested approval to put an awning on the upper deck, the owner was asked to provide more information.
- An owner was given approval to update their furnace; the signed AOR was received. The permits have not been provided and will be requested.
- A parking violation letter was sent after the strata received a complaint.
- Multiple units have submitted their fireplace registration and/or WETT certification documents.
- Notices were sent regarding change of waste company; new waste company schedules; water shut off to accommodate work at two units.

All complaints, requests for approval or maintenance issues, must be in writing to the Strata Manager (by email is fine). All correspondence must have your full name, address/ Strata name, and unit number.

Termination and Next Meeting Date

The meeting was terminated at 8:19 p.m.

The next meeting will held on Wednesday, December 11, 2024 at 6:30pm by Zoom.

EMERGENCIES – INCLUDING AFTER HOURS

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MINUTES OF THE STRATA MEETING ALDERWOOD – STRATA PLAN NW 318

Held: Tuesday, June 18, 2024 at 6:30pm
Location: By Zoom Video Conference

Present:	Ryan Dolejsi	President
	Judy Rosmus	Treasurer/ Maintenance / Landscaping
	Traci-Ann Weaver	Secretary
	Mike MacLeod	Maintenance
	Ryan Bentham	Member At Large
	Gerald Jennings	Member At Large
	Sheryl MacDonald	Senior Strata Manager, Bradshaw Strata Management Ltd.

Absent with Regrets: Katherine Craig Vice President/ Maintenance

Call to Order

The meeting was called to order at 6:34 p.m.

Approval and/or Additions to the Agenda

It was carried by all to approve the agenda.

Approval of Previous Minutes

It was carried by all to approve the March 12, 2024 minutes as previously circulated.

Important Notes

DECK DRAINS: Please ensure that you keep the drains on the upper deck. There is no overflow and so if both drains are plugged water will build up. This can cause water to accumulate on the deck and get into the unit. DRAINS SHOULD BE FREE OF ALL DEBRIS INCLUDING SNOW AND ICE.

Financial Reports

Financial Statements: It was carried by all to approve the financial statements to April 2024.

Arrears: No arrears.

CRF Emergency Expenditures: \$8537.55 related to water line leak.

Management Fee Increase: This was completed.

Business – Projects

- **Drainage:** A unit has reported another instance of water getting into their basement during very rainy weather. Additional investigation will be conducted to determine what caused the issue; one issue may be an owner installed concrete pad. The owner requested approval to replace that concrete pad at their own cost (after the meeting more information was found, and additional information is required).

Business Maintenance

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- **Landscaping:** The new landscapers are working their way through the property. There are a few areas that need attention. The next tree to be removed is one by 15915. A council member noted that there are 2 trees of concern by the parking lot. They may be on the City property so council will contact the City, council will get a quote in case they are on Strata property. The water tap in the area by 15945 was installed. A quote will be obtained for a garden in that area.
- **Pest Control:** Rodent control is ongoing. A quote for ants was received, however as there doesn't appear to be any exterior concerns right now, the quote was not approved.

- **Siding Repairs:** Repairs at various units have been completed. A unit reported an issue, and this will be looked at.
- **Decks:** Two strata lower decks were completed. An upper deck with a soft spot is on the list, as is membrane of an upper deck if funds permit. A leak from an upper deck was investigated; the owner will monitor.
- **Deck Drains:** A quote to clean the lines of the deck drains will be obtained.
- **Gutter Cleaning & Issues:** It was carried by all between meetings to approve the quote from Great Heights to do gutter cleaning. This was completed. There was one deficiency that was finally addressed but the process was challenging for the owner.
- **Exterior Cleaning/ Spot Painting:** This may have to wait till next year due to other more urgent items. The company will be asked to meet with a council member so that council can get a better idea of how much \$25,000 would get done for painting.
- **Moss Removal – pavement:** It was carried by all to approve the quote from Lyonridge as it much more reasonable.
- **Roof Moss:** Black Bear will be asked to return again to update their inspection of the roofs and provide a revised quote. Another quote will be obtained from Lyonridge.
- **Concrete Driveways/ Sidewalks:** Council will view the noted areas and determine what is most urgent.
- **Windows:** Rob will be asked to look at the windows to one unit, the owner will be notified.
- **Garbage Area Enclosures:** This was tabled.
- **Water Line:** The tap in the garden area was completed. During the work a water leak was found and repaired by Murrayville.
- **Parking Lot Light:** A light was fixed by Wired Up.
- **Light Timers:** This has been resolved.
- **Unit Steps:** The contractor is working through the small steps at units.
- **Dryer Vent Cleaning:** A council member will do additional investigation on the quotes obtained.
- **Patio Door Handles:** It was carried by all to have Delta Glass attend 2 units and replace the handles.
- **Fencing:** The costs to address fencing are high. The Strata is doing its best to address immediate issues.
- **Outside Tap:** A leak at a unit outside tap was fixed.

• **Exterior Lights:** If your light fixture requires replacement, email the Strata Manager with details and a picture of the fixture.

Business – General

- **Blockwatch:** A strata owner handles Blockwatch. To get on the list, or for more information send an email to: alderplaceblockwatch@gmail.com
- **Waste Removal:** Termination notice was given to Waste Management and the contract with Maple Leaf signed. The transition takes place at the end of August. More information will be provided as council is informed.
- **Parking:** There is a waiting list for rental parking, it was updated to add another request.
- **Insurance Renewal:** The renewal was completed with BFL (carried by all between meetings). After a report on the chimney work by Rob Parker, a restriction on the policy was lifted. The insurance information was sent to owners and tenants as required.
- **Electrical Planning Report:** Quotes will be obtained.
- **Rules of Order:** Due to a unit owner selling, this was felt not to be needed any longer.
- **Depreciation Report:** As of July 1, 2024 Stratas can no longer waive their Depreciation Reports. All stratas of 5 units or more will have to do a Depreciation Report every 5 years. As Alderwood has never had one done, the first one must be done by June 30, 2026. Quotes will be obtained.
- **Fireplaces – Wood Burning:** All units with wood burning fireplaces must register with Metro Vancouver and obtain a Wett certification. The Wett certification and proof of registration must be sent to the Strata by September 15, 2024. Failure to obtain Wett certification and provide documentation to the Strata could void the Strata insurance, which is a violation of the Strata bylaws.

- **Signs:** 2 kid's playing signs were purchased and one put in each cluster. It was carried by all to allow an owner to purchase a few more at their own expense.
- **Aviva Class Action:** Notice of a class action suit against Aviva was received, the claim was related to Aviva clients that were declined business interruption coverage during COVID. This does not apply to the Strata.

Correspondence

Correspondence (other than above):

- An owner requested approval to replace their furnace with one that required different venting. It was carried by all to approve the request, conditional on the owner obtaining and providing copies of all required permits and the signing of an AOR.
- A letter was sent regarding speeding after complaints were received, no response from the owner.
- An owner provided information on a possible contractor for the Strata, however they are currently not registered to work in BC.
- An owner had questions about an owner deck and privacy screen; they were told they need prior written approval.
- An owner requested that the strata assign them ongoing parking in visitor parking; this was not approved as visitor parking is not for owners except for short term as per the bylaws.
- An owner requested information on what was needed to change their owner deck railing; however, they have decided to do it next year.
- An owner requested information on what council would need to approve a Catio. After receiving that information, they felt it was too much and decided not to move ahead.
- An owner reported items attached to their unit by another owner, they were not attached; this was resolved by council.
- A letter will be sent to an owner regarding the Strata items stored behind the electrical room by 15921.

All complaints, requests for approval or maintenance issues, must be in writing to the Strata Manager (by email is fine). All correspondence must have your full name, address/ Strata name, and unit number.

Termination and Next Meeting Date

The meeting was terminated at 8:23 p.m.

The next meeting will held on Tuesday, September 17, 2024 at 6:30pm by Zoom.

EMERGENCIES – INCLUDING AFTER HOURS

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