Minutes of Council Meeting - LMS 2407 - Oceanwood
Tuesday, 8 September 2026
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

Quick Reference Guide:
Email Requests - Please Include Subject Line - Oceanwood
For Quick Assistance - Call Dave C21 - 778.689.6200 (weekdays 915am - 5pm)
Duty Service Manager - C21 - 604.278.2121 (24/7)
Strata Administration - Angie - angie@c21pel.com - 604.273.1745
Strata Fees - Marites - marites@c21pel.com - 604.273.1745

Council Member in Attendance:

1 Ralph Kallberg (RK) - Vice President
2 Betty Dacko (BD) - Treasurer
3 Sharon Deveau (SD) - Secretary
4 Marc van Es (MVE) - Grounds Liaison
5 John O'Connor (JOC) - Buildings Liaison

Council Member not in Attendance:
6 Jane Roher (JR) - President

Agent In Attendance:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

1. **Call To Order**

The Strata Council meeting was called to order at 2:00 p.m.

2. Approval of the Previous Council Meeting Minutes – 6 June 2026

Motion, Moved and Seconded to approve the previous council meeting minutes.

Accepted Unanimously

3. Active Business

3.1 Grounds Report (MVE)

Topsoil was placed around the complex by Deca Horticultural for both cosmetic reasons and to cover up exposed roots of hedges and shrubs.

Power washing was done by Deca Horticultural to clean up the concrete aprons, parking lots, clubhouse sidewalks and brick pavers.

Irrigation pipe leaks were repaired by Kore Irrigation in three areas, all caused by interference of large tree roots.

A wasp infestation in the siding of one of our units is currently being treated.

Future work:

Sometime during the next two months, our perimeter drains, located next to our basement foundations, will be camera inspected and hydro-flushed for units four to twenty-seven.

3.2 Buildings Report (JO)
Strata Committee Report
Northwest Exterior Services has cleaned the windows and did a temporary gutter cleaning, with a full gutter cleaning due after the fall. As it turned out, the worker who normally worked on the roofs took it upon himself to get involved in the window cleaning, and as a result, he did an inadequate job, resulting in Northwest having to return and finish the work properly. Richard told me that the garage windows are not included in the contract, but he agreed to do them. As a result, we will have to make sure garage windows are included in future service contracts. Richard also advised that roof moss treatment is not required for the time being, however, it will be monitored on an ongoing basis.

National Air the dryer vent cleaning company is booked for September 23. This will be an outside cleaning, as arranging inside with all the residents would not be feasible. Sharon has sent out a notice regarding the vent cleaning date.

Start to Finish completed adjusting stairs on Unit #9 deck and is in process of repairing rotten boards in Electrical Room #3 outside Unit #21.

Thankyou Marc for informing me that the remaining areas of the decks, handrails, spindles and lattice work along the south side of the complex have been stained by Anglo Canadian Painting.

The front gate had its twice-annual servicing by Precision Garage Door Service.

Unit #11 reported leaking gutter, which will be followed up with Talon at Level 5 painting as the replacement work during painting project could have caused this gutter leak.

4. Strata Agent's Report
4.1 Strata Agent (DD) reviewed the current '2026 Window Seal Repair List'. It was discussed that the Lundline Glass 604.536.4012 (Kevin) will be contacted to assist with the seasonal service to address window seal repairs.

4.2 Strata Agent (DD) thanked (RK) for the considerable time that he dedicated to oversee the 2026 exterior painting project. The required electrical capacity report for the complex was completed before the provincial deadline.

Thank you also to (BD) for your efforts as Treasurer to review the painting project labour time sheets for verification purposes. Your detailed manner and quick review of information resulted in a simple and effective process. Thank you.

4.3 Strata Agent (DD) confirmed with Members that WSP will be requested to conclude the draft 2026 Depreciation Report, that will facilitate budget planning and possible capital expense planning for the fiscal year 2027 (1Apr2027 - 31Mar2028).

5. Correspondence/Alterations

Alterations Reviewed and Approved at Council Meetings

5.1 Alterations/Upgrades to Your Home - Members discussed the alterations files (interior and exterior) that are required for declaration and approval purposes. Please always declare the alterations by submitting your signed Alterations Forms Package to the Strata Council for approval at the next Strata Council Meeting. The declaration of alterations ensures that 'insurance company coverage' and compliance to the Strata Bylaws. Alterations documents are available from Angie at C21 - angie@c21pel.com - 604.273.1745.

5.2 Alterations Home 17, 21, 22, 23 - Artificial turf was installed in the yards of the listed homes. The 'alterations forms package' for each of the responsible Owners was completed and filed.

5.3 Alteration Home 4 - A deck gate will be installed on the deck of the home. The alterations forms package was completed and filed.

5.3 Alterations Home 8 - A deck handrail was installed on the deck of the home. The alterations forms package was completed and filed.

5.4 Alterations Home 23 - Fence board(s) at the base of the wooden fence divider will be installed on the home. The alterations forms package was completed and filed.

5.5 Alterations Home 4 - A surveillance camera was installed on the wooden fence divider. Members discussed that the Bylaws require the camera to be lower (elevation point/position) in order to comply with the Bylaw 5.5 (1). Please read the Footnotes (below) to be aware of 'Surveillance Camera Use' at Oceanwood. The Camera may be installed as a doorbell and/or exterior security camera, after the approval of the Strata Council. The proposed camera(s) installation requires the manufacturer's specification sheet that features the make and model of the device(s). The application must include the proposed location(s) and manner/method of installation. The position and range of the camera(s) may not extend past the strata lot privacy fence at the rear of the property. The camera image/data may not extend into any laneways or roads. The camera image/data may not extend more than six (6) meters from the front door of a strata lot.

The 'Owner Emergency Contact List' is reviewed at each Strata Council Meeting to ensure your preferred contact is known for urgent communications if and when an occurrence is identified. Please send the most current information for your 'emergency contact' (name + phone number + email address) to the Strata Secretary - Sharon <sharondeveau@ymail.com>. Thank you, Sharon, for your efforts to administer this important information.

6. Financial Report to 31 July2026 The Business Year End is 31 March 2027

6.1 Financial Statements - confirmed as received for the past fiscal period.

6.2 Surplus > Operating Budget = $8,937.11

6.3 Contingency Reserve Fund (CRF) = $152,968.48 - $15,000.00 (Loan Insurance/CRF) = $152,968.48
6.4 Bank Trust Account/Chequing Account = $1,684.73
6.6 Strata Fees - Thank you for periodically reviewing your bank statements to confirm that strata fees are paid on the first day of each and every month. Questions? Marites 604.273.1745 <marites@c21pel.com> for updates about your 'strata fee account'.
6.8 Treasurer's Petty Cash - The Treasurer (BD) summarized the Petty Cash Report that is posted online for Strata Council review. Strata Agent (DD) thanked (BD) for her kind and efficient manner to review trade invoices and to post instructions on the Monthly Invoice Tracking List that is the location to view and to confirm the payment of invoices on each of the two (2) 'cheque runs' C21 Strata Management administers.

7. New Business

7.1 - Members discussed the process to ensure that Completed Alterations Forms Packages are posted to the 'date files' and C21 Management and the strata files that are administered by the Strata Council at Oceanwood. Strata Agent (DD) confirmed that the administration staff at C21 is reminded to email completed/signed Alterations Forms Packages to the Strata Secretary for filing purposes at the clubhouse.

7.2 Members discussed that a 'Budget 2027 Planning Session' will be conducted at the Clubhouse for interested Council Members on Wed 9Sep2026. Budget updates (for planning purposes) are available to all Council Members. The documents are available to all Council Members 'online' in preparation for Annual General Meeting planning - 9Mar2027, 7pm, (the clubhouse).

7.3 Members confirmed that the roof service provider 'Army Roofing' had previously visited Oceanwood (during the past nine (9) months) to confirm that no roof maintenance is necessary during this fiscal term (1Apr2026 - 31Mar2027). The funds that were previously identified in the 2026 operating budget will not be expended. The funds will remain as a 'surplus budget item' for the current fiscal year.

7.4 Members discussed the fair for all parking terms that are listed in the Strata Bylaws. Vehicle loading and unloading was discussed by Members as practical for 'short term parking' (minutes in the fire lane). Please park Owner vehicles in the designated parking space(s), inside your garage. Please save visitor parking spaces for those that visit us at Oceanwood.

8. Next Scheduled Meeting

The next Strata Council Meeting will be held on Tuesday, 1 December 2026 at 2:00 pm at Clubhouse Location.

9. Meeting Adjournment

The meeting was adjourned at 4:01 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

Owner Updates + Urgent Alternative Contact Info. - Please send updated names, phone numbers, and email addresses to update your information and your alternate contact information (for urgent circumstances) to sharondeveau@ymail.com and angie@c21pel.com. Please include the email, subject line: Owner Contact Information.

Surveillance Camera Use - Camera(s) may be installed as doorbell and/or exterior security cameras, only after the approval of the Strata Council. The proposed camera(s) installation requires the manufacturer's specification sheet that features the make and model of the device(s). The application must include the proposed location(s) and manner/method of installation. The owner, occupant or tenant is not permitted to display camera images publicly, including on any social media platform. The doorbell or security camera(s) must be set up so that only video images are recorded when there is motion. Audio communication may not be recorded. The proposed camera(s) installation requires the manufacturer's specification sheet that features the make and model of the device(s). The application must include the proposed location(s) and manner/method of installation. The position and range of the camera(s) must be as listed. The camera image/data may not extend past the strata lot privacy fence at the rear of the property. The camera image/data may not extend into any laneways or roads. The camera image/data may not extend more than six (6) meters from the front door of a strata lot.

Repairing Window Seals - Failed window seal repairs are performed as a 'bundled service' when a group of windows are identified. The service is usually performed in the spring and the fall timeframe. To ensure that your window repair is known and planned for service please call Dave C21 778.689.6200 - weekdays 915am - 5pm. Please include these 'keywords' in any email - Oceanwood Glass.

Maintaining Strata Lot Alterations Including New Ducts/Vents - The Strata Lot Owner is obliged to care for and to maintain all furnace and heat pump junction points IE. lines, pipes, and exhaust ducts that pass through the building envelope and/or roof membrane.

Depreciation Report (DR) - Prepared By 'Absolute Building Science Strata Engineering Inc. - 12Oct2021' - The document is a financial planning guide that was prepared by third party consultants/professionals. The DR identifies future 'capital expense projects' that the registered Owner(s) will be required to finance/fund by way of a possible 'special levy'. Please read the DR to understand the project costs. The Strata Council reviews the 'project items' at Strata Council Meetings in order that fiscal planning is considered and capital expense projects are well planned.

Fall Advisory - Winterize Outside Faucets - Avert frozen pipes and faucets that burst and cause water leaks. Please all remove your exterior garden hose. Please drain the water line that leads to

outside faucets. Please also consider 'covering' your outside faucet with a Styrofoam insulation cover to provide additional insulation to the outside faucet and pipes that lead to that faucet.

Maintenance Services - Routine maintenance including seasonal services are reviewed by Council Members at each Meeting. Strata Council Minutes often feature a schedule/notice for strata maintenance. Notices are also 'posted' on the Notice Board at the clubhouse entrance. Questions? Call Dave (directly) 778.689.6200 (weekdays 915am - 5pm).

Deck Durability - Deck deterioration may be averted if deck planters, flowerpots and any furniture with a footprint diameter over 2cm are raised off the decks thus reducing sitting rainwater that promotes mold and decay. Please would you raise the pots and planters, etc. for air to circulate on the deck surfaces. The end result is improved deck durability.

Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

CENTURY 21®
Prudential Estates (RMD) Ltd.

Office Location:
7320 Westminster Highway, Richmond, BC, V6X 1A1
Tel: 604-278-2121 (Office & 24/7 Emergency)
Fax: 604-273-9021
Website: www.century21pel.com

Questions?

Administration/Forms	**Angie Koh – angie@c21pel.com**
Strata Fees	**Marites Villamayor – marites@c21pel.com**
Service Department:	**Robert Munteanu**
Strata Agent	**Dave Distelmeyer@ 778.689.6200 - dave@c21pel.com**

Email Dave > subject line >> Oceanwood > strata2407

24-HOUR EMERGENCY: After hours, residents are requested to contact CENTURY 21 Prudential Estates (RMD) Ltd. by calling 604-278-2121 for emergencies only. If there are any non-emergencies or building related problems, please call during normal working hours (Monday to Friday 9:00 a.m. to 5:00 p.m.).

The Strata Property Act and the Privacy Act legislate information disclosure.
The management company will disclose strata lot information exclusively to the Strata Lot Owner or the Owner's Agent (written authorization required). Real Estates Agents/Appraisers please read Minutes.
Prospective strata lot purchasers may request twenty-four (24) months of strata Minutes. Please retain Minutes for presentation to prospective purchaser(s).

Minutes of Council Meeting - LMS 2407 - Oceanwood
Tuesday, 09 June 2026
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

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Council Member in Attendance:

1 Jane Roher (JR) - President
2 Ralph Kallberg (RK) - Vice President
3 Betty Dacko (BD) - Treasurer
4 Sharon Deveau (SD) - Secretary
5 Mark Ouellette (MO) - Buildings Liaison

Council Member not in Attendance:

6 Marc van Es (MVE) - Grounds Liaison
7 John O'Connor (JOC) - Buildings Liaison

Guest in Attendance: Mr. Geoff Dove - Painting Consultant - Inspec Consulting Services.

Agent In Attendance:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

Member Resignation: (MO) recently resigned from the Strata Council. Thank you very much Mark for your years of dedication to the Strata governance. We appreciate your wisdom and construction knowledge that has guided the Owners at Oceanwood to successfully completed 'capital expense projects'. Warm wishes, always.

1. **Call To Order**

The Strata Council meeting was called to order at 2:00 p.m.

2. Approval of the Previous Council 14Apr2026

Motion, Moved and Seconded to approve the previous council meeting minutes.

Accepted Unanimously

3. Active Business

3.1 Buildings Report (JO)

- Item tabled to a later date. Thank you (JOC) for offering to volunteer as the future 'Buildings Liaison'.

3.2 Grounds Report (MVE)

On May 22nd "Grubstopr" applied a product called Acelepryn to our lawns in an effort to kill the chafer beetle grubs and thereby prevent damage from crows and raccoons. Fingers crossed.

On May 31st Trust-It Plumbing was on site to repair a leaking 2-inch diameter main valve (curb stop) supplying domestic water to units #1, 2 and 3. This was one of the original valves and not one that Trust-It installed 3 years ago. Thank you for your understanding and cooperation when our entire system had to be shut down on short notice, for about an hour.

Once our complex paint job is complete a sprinkler check will be done and any damaged pipes or heads will be repaired by Level 5. Currently there is at least one broken irrigation pipe. Our irrigation system will remain off until all repairs to the system have been made, providing that we still have Stage 2 watering restrictions at that time. The lawns will return to life in the fall but all of our trees and shrubs need to be watered now with hoses, as long as they have spring-loaded shut-off nozzles. The trees and shrubs belong to all of us so again, PLEASE water them. There is a 100-foot hose hooked up to the clubhouse and many of you have your own garden hoses. I sincerely hope that volunteers will take this on. Thank you.

Future Work:
Sometime this summer we will contract a plumbing company to hydro-jet the perimeter drains at units 4 to 27 plus the clubhouse, as part of our preventative maintenance plan.

The painting of the railings and spindles of four decks that remained to be done this year plus the complete painting of deck 10 will take place during the summer months. A heads up will be given to those owners affected.

4. Strata Agent's Report

4.1 Strata Agent (DD) advised that the 'Electrical Planning Report' (EPR) was completed by Amor Energy Consultants during the spring 2026-time frame. The Report was recently emailed to Strata Council Members. Completion of the Report now satisfies the provincial 31Dec2026 legislative deadline for the (EPR). A copy of the report is available from <angie@c21pel.com>.

4.2 Mr. Geoff Dove (Inspec Consultants) attended this Meeting to summarize the progress of the 2026 exterior painting project. Geoff advised that additional exterior wood decay was observed, and multiple hours of carpentry work is required to replace the decayed wood. The project lead - Vice President (RK) presented a 'spreadsheet of summary costs'. It was discussed that the original project contingency sum may not be enough to pay for the additional wood repair costs. Treasurer (BD) advised that efforts will be made to view the carpentry work time sheets in efforts to quantify the possible mounting costs.

5. Correspondence/Alterations

Alterations Reviewed and Approved at Council Meetings

5.1 Request (Home 10) - Alterations of a garden bed to accommodate a small wood trim barrier to contain garden soil. Item approved as an alteration, for which the Owner is obliged to sign the Alterations Forms Package. It was discussed that the Owner also requests a list of the historic alterations for the strata lot. The strata Vice President (RK) offered to communicate with the Owner regarding the documentation requirements for all strata lot alterations. Strata Agent (DD) to request Assistant (Angie) to view the data files and send all known strata lot alterations documents to the strata lot Owner (Home 10).

5.2 Request (Home 22) - Alterations to install artificial ground turf in the yard space. Council approved the installation of artificial turf. The Alterations Form Package is complete and form the data file for the listed home.

5.3 Alterations/Upgrades to Your Home - Alterations documents are available from Angie at C21 - angie@c21pel.com - 604.273.1745.

5.4 The Emergency Contact List for Residents was updated at this Meeting. The 'urgent contact list ' is discussed for updates at each Council Meeting. Please send your updates including your designated contact person name and phone number (for your strata lot) to the Strata Secretary - Sharon <sharondeveau@ymail.com>. Thank you, Sharon, for your efforts and guidance.

6. Financial Report to 30 April 2026 The Business Year End is 31 March 2027

6.1 Deficit > Operating Budget = $<3,927.16>

6.2 Financial Statements - confirmed as received for the past fiscal period.

6.3 Bank Trust Account/Chequing Account = $1,598.34

6.4 Contingency Reserve Fund (CRF) = $197,411.59 - $35,500.00 (Loan Insurance/CRF) = $161,911.59

6.5 Strata Fees - Thank you for periodically reviewing your bank statements to confirm that strata fees are paid on the first day of each and every month. Questions? Marites 604.273.1745 <marites@c21pel.com> for updates about your strata fee account.

6.6 Request Owner Home 6 (Installment Plan - 2026 Special Levy) - Strata Agent (DD) advised that the Owner requests to pay the 2026 specially levy via four (4) installments, one (1) payment Jun2026 and three (3) payments Jul2026. Members understood the proposed terms and encouraged the Owner to successfully complete the proposed payment plan.

6.7 Treasurer's Petty Cash + Summary for Invoices Jun2026 - The Treasurer (BD) discussed the 'Petty Cash Report" that is posted online. (BD) summarized various invoices that are reported and tracked for monthly payments.

7. New Business

7.1 Strata Agent (DD) advised that the 2026 window seal/glass repair list is available for tracking purpose. One (1) home is currently listed for window repairs. Members agreed the summary list of windows will be reviewed in mid - late summer such that the total window repairs may be planned for the fall 2026 timeframe. Please contact DD (c21) - weekdays 915am - 5pm to discuss glass issues and for inclusion of the list.

8. Next Scheduled Meeting

The next Strata Council Meeting will be held on Tuesday, 08 September 2026 at 2:00 pm at Clubhouse Location.

9. Meeting Adjournment

The meeting was adjourned at 3:52 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

Owner Updates + Urgent Alternative Contact Info. - Please send updated names, phone numbers, and email addresses to update your information and your alternate contact information (for urgent circumstances) to sharondeveau@ymail.com and angie@c21pel.com. Please include the email, subject line: Owner Contact Information.

Eligible Age for Insured Volunteers - Please be safe. The eligible age for any possible insurance coverage relating to voluntary 'light duties' at Oceanwood volunteer activity insurance coverage is eighty (80) years of age. Please understand this limit for insurance coverage 'as a volunteer in the community'. Please take no chances. Please speak to a Council Member and/or DD (c21) to discuss the Strata Corporation's limited insurance coverage for volunteers.

Strata Fees - Please periodically review your bank statement(s) to ensure that strata fees are consistently paid on the first (1st) day of each month. Questions about strata accounts? Strata Fee Coordinator = Marites 604.273.1745 / marites@c21pel.com.

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Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

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Email Dave > subject line >> Oceanwood > strata2407

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Prospective strata lot purchasers may request twenty-four (24) months of strata Minutes. Please retain Minutes for presentation to prospective purchaser(s).

Grounds Report - Oceanwood Council Meeting June 9th, 2026

On May 22nd "Grubstopr" applied a product called Acelepryn to our lawns in an effort to kill the chafer beetle grubs and thereby prevent damage from crows and raccoons. Fingers crossed.

On May 31st Trust-It Plumbing was on site to repair a leaking 2-inch diameter main valve (curb stop) supplying domestic water to units #1, 2 and 3. This was one of the original valves and not one that Trust-It installed 3 years ago. Thank you for your understanding and cooperation when our entire system had to be shut down on short notice, for about an hour.

Once our complex paint job is complete a sprinkler check will be done and any damaged pipes or heads will be repaired by Level 5.
Our irrigation system will remain off until we return to Stage 2 water restrictions. As of June 8th Metro Vancouver has implemented Stage 3 water restrictions, completely banning watering of lawns trees and shrubs by sprinklers of any sort. The lawns will return to life in the fall but all of our trees and shrubs need to be watered now with hoses, as long as they have spring-loaded shut-off nozzles. The trees and shrubs belong to all of us so again, PLEASE water them. There is a 100-foot hose hooked up to the clubhouse and many of you have your own garden hoses. I sincerely hope that volunteers will take this on. Thank you.

Future work: Sometime this summer we will contract a plumbing company to hydro-jet the perimeter drains at units 4 to 27 plus the clubhouse, as part of our preventative maintenance plan.

Future work: The painting of the railings and spindles of four decks that remained to be done this year plus the complete painting of deck 10 will take place during the summer months. A heads up will be given to those owners affected.

Marc van Es
Grounds Liaison

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Tuesday, April 14, 2026
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

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4 Sharon Deveau (SD) - Secretary
5 Mark Ouellette (MO) - Buildings Liaison
6 Marc Van Es (MVE) - Grounds Liaison

Agent In Attendance:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

1. **Call To Order**

The Strata Council meeting was called to order at 2:01 p.m.

2. Approval of the Previous Council – 16Jan2026 & 10Mar2026

Motion, Moved and Seconded to approve the previous council meeting minutes.

Accepted Unanimously

3. Active Business

3.1 Buildings Report (MO)

- Strata VP (RK) advised that the painting project 2026 that was approved by Owners at the Mar2026 AGM is now underway. The project commences at this time with exterior building washing underway. Members discussed that the project painting consultant Geoff (Inspec Painting Consultants) will be on location later this week to discuss project details that include a final tour of the exterior painting areas. Exterior wood decay areas will be viewed by the painting consultant to ensure that deteriorating wood areas are identified for the painting crew wood repairs. Please, if you identify specific locations on your home, that required attention to address wood decay - email the project Lead (RK) <fortuitous00@hotmail.com>.
- Natural gas leak repairs were performed by Fortis Gas and Greenway Plumbing, in the area of home 11, 12, and 13.
- Exterior wood repairs were performed to the arbour posts near the clubhouse and a deck beam on home 9 was replaced.
- Gutter cleaning was performed by the painters earlier.

Note: Gutter leaks: The gutters will be cleaned June 9, 10. After they are cleaned, please let us know of any gutter leaks.

- Window washing was performed by Level5 paint crew.

- The 2026 budgeted roof repairs were priced by Holland Roofing. The repairs will be considered after second quote is received from Adanac Roofing (new roof installation company dating back to 2013).
- Routine seasonal painting maintenance will be performed on various decks of these listed homes 4, 5, 6, 9, and 10.
- Various gutter leaks were reported. Please view the gutters and downspouts near your home. Please report the gutter leaks, in an email - subject line 'Gutter Leak'. Please email the Gutter Leak information including the location on your home to <angie@c21pel.com> and <sharondeveau@ymail.com>. A reminder Notice to report Gutter Leaks is attached to these Minutes.

3.2 Grounds Report (MVE)

- Deca Horticultural Services is currently performing extra pruning near siding and divider fences to provide clear access to painters.
- On April 1st Kore Irrigation completed the spring irrigation system start-up. To prevent interference with the paint job, various irrigation zones will be activated, depending on which painting phases are in progress. Owners are encouraged to hand-water plants and shrubs if necessary. Thank you.
- Four areas around the complex where lawn was damaged by grubs and crows will be repaired with soil and seed, by council, in late April.
- On May 22nd "Grubstopr" will apply a newer product called Acelepryn over the main lawn areas in an effort to prevent future damage from grubs and crows. This product is reported to be high-performing and longer-lasting than our previously used product and kills the grubs in their early stages.

4. Strata Agent's Report

- The Electrical Planning Report (EPR) is anticipated to be available for distribution. Strata Agent (DD) will confirm that the report is available. The EPR will be sent to Council Members – Apr2026.
- It was discussed that three (3) maintenance items would be prepared as 'Notice Alert's' for Owners to request maintenance and repairs. The following Notices are attached to these Minutes as a reminder to Owners. 1. Power Washing concrete patios that include sidewalks and garage front areas. Prices to be paid by individual owners will be determined based on area of cleaning desired. 2. Opportunity for front door painting for a sum of $200 per front door, during the 2026 exterior painting project. 3. Observed gutter service requirements due to gutter leaks and overflows. Please respond to the three (3) service requests by way of sending an email including the subject line 1. 'Power Washing' 2. 'Painting Front Door' 3. 'Gutter Leak' to <angie@c21pel.com> and to <sharondeveau@ymail.com> prior to - Fri 1May2026.

We will put up a sheet on the notice board for you to indicate your preferences and comments for these items.

- Strata Agent (DD) presented an information bulletin concerning future provincial taxes that will be included in services as 'taxable services'. The new provincial sales tax (PST) will commence 1Oct2026. Various professional services including architectural, engineering, and geoscience services will be taxable at a rate of 30% commencing 1Oct2026. Exemptions will remain for 'residential strata management services'. Members discussed that all fiscal 2026 (1Apr2026 - 31Mar2027) engineering services fees will be paid prior to 1Oct2026, to avert the pending PST that will be due for identified professional services after 1Oct2026.

5. Correspondence/Alterations

Alterations Reviewed and Approved at Council Meetings

- Altering/Upgrading Your Home - Alterations documents are available from Angie at C21 - angie@c21pel.com - 604.273.1745.
- The Emergency Contact List for Residents was updated at this Meeting. The 'urgent contact list ' is discussed for updates at each Council Meeting. Please send your updates including your designated contact person name and phone number (for your strata lot) to the Strata Secretary - Sharon <sharondeveau@ymail.com>. Thank you Sharon for your efforts and guidance.

6. Financial Report to 31 March 2026 The Business Year End is 31 March 2027

6.1 Financial Statements - confirmed as received for the past fiscal period.
6.2 Surplus > Operating Budget = $35,601.25 (for the fiscal year ending March 2026)
6.3 Bank Trust Account/Chequing Account = $23,433.75
6.4 Contingency Reserve Fund (CRF) = $171,587.15
6.5 Strata Fees - Thank you for periodically reviewing your bank statements to confirm that strata fees are paid on the first day of each and every month. Questions? Marites 604.273.1745 <marites@c21pel.com> for updates about your strata fee account.
6.6 Prior Operating Deficit - Strata Agent (DD) advised that prior deficit from some years ago remains on the Strata Balance Sheet. It was agreed that the deficit is required to be retired. Members discussed and agreed that the deficit from some years ago will be retired/paid from the operating surplus from the past fiscal year (1Apr2025 - 31Mar2026).

7. New Business

- It was discussed that a recently prepared 'spreadsheet' (by Strata Agent DD), denoting the maximum deductible payment due from the registered strata lot Owner(s) will be issued as a Schedule "1" with these Minutes. Please note the maximum sum due in accordance with an earthquake insurance claim relating to a complete property loss. Please read the attached Schedule "1". Please speak to your expert insurance advisor for guidance and adequate coverage on your individual insurance policy.

8. Next Scheduled Meeting

The next Strata Council Meeting will be held on Tuesday, 10 June 2026 at 2:00 pm at Clubhouse Location.

9. Meeting Adjournment

The meeting was adjourned at 3:52 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

Owner Updates + Urgent Alternative Contact Info. - Please send updated names, phone numbers, and email addresses to update your information and your alternate contact information (for urgent circumstances) to sharondeveau@ymail.com and angie@c21pel.com. Please include the email, subject line: Owner Contact Information.

Eligible Age for Insured Volunteers - Please be safe. The eligible age for any possible insurance coverage relating to voluntary 'light duties' at Oceanwood volunteer activity insurance coverage is eighty (80) years of age. Please understand this limit for insurance coverage 'as a volunteer in the community'. Please take no chances. Please speak to a Council Member and/or DD (c21) to discuss the Strata Corporation's limited insurance coverage for volunteers.

Strata Fees - Please periodically review your bank statement(s) to ensure that strata fees are consistently paid on the first (1st) day of each month. Questions about strata accounts? Strata Fee Coordinator = Marites 604.273.1745 / marites@c21pel.com.

Repairing Window Seals - Failed window seal repairs are performed as a 'bundled service' when a group of windows are identified. The service is usually performed in the spring and the fall timeframe. To ensure that your window repair is known and planned for service please call Dave C21 778.689.6200 - weekdays 915am - 5pm. Please include these 'keywords' in any email - Oceanwood Glass.

Maintaining Strata Lot Alterations Including New Ducts/Vents - The Strata Lot Owner is obliged to care for and to maintain all furnace and heat pump junction points IE. lines, pipes, and exhaust ducts that pass through the building envelope and/or roof membrane.

Depreciation Report (DR) - Prepared By 'Absolute Building Science Strata Engineering Inc. - 12Oct2021' - The document is a financial planning guide that was prepared by third party consultants/professionals. The DR identifies future 'capital expense projects' that the registered Owner(s) will be required to finance/fund by way of a possible 'special levy'. Please read the DR to

understand the project costs. The Strata Council reviews the 'project items' at Strata Council Meetings in order that fiscal planning is considered and capital expense projects are well planned.

Fall Advisory - Winterize Outside Faucets - Avert frozen pipes and faucets that burst and cause water leaks. Please all remove your exterior garden hose. Please drain the water line that leads to outside faucets. Please also consider 'covering' your outside faucet with a styrofoam insulation cover to provide additional insulation to the outside faucet and pipes that lead to that faucet.

Maintenance Services - Routine maintenance including seasonal services are reviewed by Council Members at each Meeting. Strata Council Minutes often feature a schedule/notice for strata maintenance. Notices are also 'posted' on the Notice Board at the clubhouse entrance. Questions? Call Dave (directly) 778.689.6200 (weekdays 915am - 5pm).

Deck Durability - Deck deterioration may be averted if deck planters, flowerpots and any furniture with a footprint diameter over 2cm are raised off the decks thus reducing sitting rainwater that. promotes mold and decay. Please would you raise the pots and planters, etc. for air to circulate on the deck surfaces. The end result is improved deck durability.

Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

CENTURY 21®
Prudential Estates (RMD) Ltd.

Office Location:
7320 Westminster Highway, Richmond, BC, V6X 1A1
Tel: 604-278-2121 (Office & 24/7 Emergency)
Fax: 604-273-9021
Website: www.century21pel.com

Questions?

Administration/Forms	**Angie Koh – angie@c21pel.com**
Strata Fees	**Marites Villamayor – marites@c21pel.com**
Service Department:	**Robert Munteanu**
Strata Agent	**Dave Distelmeyer@ 778.689.6200 - dave@c21pel.com**

Email Dave > subject line >> Oceanwood > strata2407

24-HOUR EMERGENCY: After hours, residents are requested to contact CENTURY 21 Prudential Estates (RMD) Ltd. by calling 604-278-2121 for emergencies only. If there are any non-emergencies or building related problems, please call during normal working hours (Monday to Friday 9:00 a.m. to 5:00 p.m.).

The Strata Property Act and the Privacy Act legislate information disclosure.
The management company will disclose strata lot information exclusively to the Strata Lot Owner or the Owner's Agent (written authorization required). Real Estates Agents/Appraisers please read Minutes.
Prospective strata lot purchasers may request twenty-four (24) months of strata Minutes. Please retain Minutes for presentation to prospective purchaser(s).

CENTURY 21
Prudential Estates (RMD) Ltd.
7320 Westminster Highway
Richmond, BC, V6X 1A1
Tel: 604-278-2121

Leaking/Dripping Gutters - Oceanwood - Apr26

Leaking Gutters?

Are Your Gutters Leaking?

Please View/Observe + Report!

Leaking Gutters = Reply Prior To 1May26

Email > angie@c21pel.com + sharondeveau@ymail.com

Email Subject Line: Leaking Gutters

Questions? Dave 778.689.6200 (weekdays 915a - 5p)

Century 21 Strata Management - Duty Manager 24/7 - 604.278.2121

CENTURY 21
Prudential Estates (RMD) Ltd.
7320 Westminster Highway
Richmond, BC, V6X 1A1
Tel: 604-278-2121

Choice To Paint Your Front Door - Oceanwood - Apr26

Opportunity

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*Painting Front Doors

*By Choice At Your Expense

$200 To Paint Your Front Door

Please Reply = Prior To 1May26

Email > angie@c21pel.com + sharondeveau@ymail.com

Email Subject Line: Yes Paint My Door

Questions? Dave 778.689.6200 (weekdays 915a - 5p)

Century 21 Strata Management - Duty Manager 24/7 - 604.278.2121

CENTURY 21
Prudential Estates (RMD) Ltd.
7320 Westminster Highway
Richmond, BC, V6X 1A1
Tel: 604-278-2121

Power Washing Concrete Patio + Sidewalk + Garage Concrete - Oceanwood - Apr26

Opportunity

Power Washing Concrete Areas

Your Price Based On Group Rate

Are You In = Reply Prior To 1May26

Email > angie@c21pel.com + sharondeveau@ymail.com

Email Subject Line: Yes Wash The Concrete

Questions? Dave 778.689.6200 (weekdays 915a - 5p)

Century 21 Strata Management - Duty Manager 24/7 - 604.278.2121

Earthquake Deductible 10% - Apr26
Maximum Amount Due Per Owner If A Claim
Oceanwood - LMS 2407

DD 11Apr26

Home No.	Strata Lot	Unit Entitlement	Insurance Deductible 10% Maximum Payment Per Owner
1	1	143	$65,792.50
2	2	140	$64,412.24
3	3	143	$65,792.50
4	4	142	$65,332.41
5	5	142	$65,332.41
6	6	143	$65,792.50
7	7	140	$64,412.24
8	8	142	$65,332.41
9	9	142	$65,332.41
10	10	143	$65,792.50
11	11	139	$63,952.15
12	12	140	$64,412.24
13	13	138	$63,492.06
14	14	138	$63,492.06
15	15	138	$63,492.06
16	16	139	$63,952.15
17	17	140	$64,412.24
18	18	139	$63,952.15
19	19	150	$69,013.11
20	20	150	$69,013.11
21	21	137	$63,031.98
22	22	137	$63,031.98
23	23	137	$63,031.98
24	24	138	$63,492.06
25	25	137	$63,031.98
26	26	137	$63,031.98
27	27	137	$63,031.98
28	28	140	$64,412.24
29	29	138	$63,492.06
30	30	139	$63,952.15
31	31	139	$63,952.15
Total		4347	$2,000,000.00
Confirmation		4347	$2,000,000.00

MINUTES – Annual General Meeting
LMS 2407 – "Oceanwood"
DATE – March 10, 2026, Meeting Held at Oceanwood Clubhouse

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1. **Call Meeting to Order**
   The Meeting was called to Order at 7:09pm. The Strata Council President - Ms. Jane Roher welcomed Owners to the Meeting. Jane thanked Owners that obtained 'Proxy Votes' from various Owners that did not attend this Annual General Meeting.

2. **Certify Proxies, Issue Ballots & Determine Quorum**
   The Strata Agent Dave D. announced the Ownership participation at the Meeting:

Owners Present	22
Proxy Votes	5
Total Participating Owners	27 = 87% Eligible Cast Votes

3. **Filing Proof of Meeting Notice**
   The *Strata Property Act* requires Owners to be notified 21 days in advance of the General/Special Meeting date.
   Motion moved and seconded, to conduct the Meeting based on the required notification period. *Strata Property Act.* **Accepted (27 Favoured, 0 Opposed, 0 Abstained)**

4. **Approval of the Agenda**
   Motion, moved and seconded to accept the Agenda.
   Accepted, (27 Accepted, 0 Opposed, 0 Abstained)

5. **Adoption of the Previous General Meeting Minutes**
   Motion, moved and seconded to adopt the March 11, 2025 Annual General Meeting Minutes as circulated.
   Accepted (27 Favoured, 0 Opposed, 0 Abstained)

6. **President's Report**
   Jane thanked Owners for their support of the Strata Council. Special thanks were extended to the Strata Council Members for their attentive manner when dealing with the affairs of the Strata Corporation. The Strata Treasurer [Mary Jane (MJ) Kennedy] was warmly applauded for her many years of dedicated Strata Council volunteerism, and during recent years MJ's penchant for managing the finances at Oceanwood. Owners were advised that this past year was MJ's final term as a Council Member, though MJ was welcomed to guide the Council, and encouraged to consider future Council participation.

7. **Insurance Report**
   Owners were encouraged to read and to seek expert advice to understand the benefits of their 'individual strata lot' insurance policy, that is intended to be seamless coverage in conjunction with the Strata Corporation's Insurance Policy. Individual strata lot insurance policies complement the Strata Corporation's insurance for which each Strata Lot Owner is the named insured. Please read the Strata Bylaws to be familiar with the Bylaws that pertain to insurance legislation, and the responsibilities that each registered Owner accepts relative to 'insurance deductible limits'.

The Strata Property Agent - D. Distelmeyer invited Owners to please review the new strata insurance policy that will be issued by the insurance broker - HUB International. Please present the HUB Insurance - Summary of Coverages to your preferred expert insurance advisor to devise a policy that complements the strata insurance policy that is now administered with HUB International.

Owners were requested to present the Strata Corporation's Summary of Coverages to their preferred/expert insurance advisor, for the purpose of devising a seamless strata lot insurance program. All Owners were advised of their 'individual burden of responsibility' to repair and to pay individual strata lot repairs that may result from any unexpected event/accident. Owners were also encouraged to perform routine inspections of strata lot pipes, fittings, faucets and drains, in efforts to prevent water leaks and ensuing 'insurance claims'.

Owners were encouraged to seek guidance for insurance coverage known as 'Additional Living Expenses'. The additional living expenses may be necessary if an Owner is displaced from their home due to a fire, a flood, and/or an tragic earthquake. Additional Living Expense Coverage will be imperative to fund the costs of alternate accommodations. Please seek the insurance coverage for 'piece of mind'. Please note that the alternate living arrangements may be required for weeks, months, or even years depending on the complexity and administration of the property reconstruction requirements. Please review the suggested insurance coverage for 'Additional Living Expenses' with your preferred 'expert insurance advisor'.

8. Consideration Of Resolution

Resolution 1. – Majority Vote
Transfer Budget Surplus to Contingency Reserve Fund (CRF)

Introduction
Whereas:
The Strata Corporation is anticipating a surplus at the Strata Corporation's fiscal year-end (March 31st, 2025). Therefore, the Strata Corporation is proposing the following resolution to transfer the surplus to the Contingency Reserve Fund (CRF). Section 105 of the Strata Property Act requires action from the Strata Corporation on this matter.

Therefore:
Be It Resolved, by a Majority Vote of the Owners, Strata Plan LMS 2407, (the "Strata Corporation") at this Annual General Meeting conducted on 10 March 2026, that the Strata Corporation is authorized to transfer any Operating Fund surplus as at the Strata Corporation's fiscal year-end 31 March 2026, to the Contingency Reserve Fund (CRF) minus any year-end adjustments.

End of Resolution
Motion, moved and seconded to adopt Resolution 1 as presented.

Accepted (26 Accepted, 0 Opposed, 1 Abstained)

Resolution 2. – 3/4 Vote
Exterior Painting Project (funded in part by Special Levy)

Introduction:
Building exterior finishes have deteriorated as a result of the atmospheric elements and the sun's ultra violet rays. Building exterior surfaces were last painted nine (9) years ago.
Owners that attended the 'Information Meeting 3Dec25' unanimously approved by way of a 'straw vote' the 2026 exterior building painting project.

The painting project amounts to a total price of $228,000.00 including a 7% contingency sum.
The Strata Council recommends the project funding by way of $65,000.00 to be paid from the Contingency Reserve Fund (CRF), and $163,000.00 paid by way of a 'special levy', due from each registered strata lot Owner. The attached 'Schedule 1.' indicates the amount due from each Owner.

The painting project scope of work includes; power washing exterior building areas, all wood trim repairs, and the application of weathertight sealants to window junction areas. The project includes all wood siding and all wood chimney areas, painting of the pergolas, painting of wood fence dividers, painting of (5) lamp posts, and painting of the clubhouse building.

Therefore:
Be it resolved by a ¾ vote of the Owners, Strata Plan LMS2407 (the "Strata Corporation") at this Annual General meeting conducted on 10 March 2026, that the Owners approve the complete exterior painting of all building siding, all wood trim, and all wood chimney areas. The project includes the wood area of the property clubhouse. The project includes the preparation for painting by way of washing exterior wood surfaces, repairing wood decay, and the application of exterior window sealant materials.

The complete exterior painting project amounts to a total price of $228,000.00. The project funding includes $65,000.00 to be expended from the CRF, and $163,000.00 to be paid by way of a 'special levy' that is due from each registered Owner in accordance with the unit entitlement (UE) of their strata lot.
The attached 'Schedule 1.' represents the amount due from each Owner.

There will be a charge for processing of special levies as per Schedule A of the Agency Agreement with Century 21 Prudential Estates (RMD) Ltd in the amount of $2.00 per strata lot, plus tax, with a minimum of $75.00 per month, plus tax, to deposit and process special levies and this charge will be expensed from the collected special levies.
End of Resolution

For the convenience of the Owners, the special levy may be paid via three (3) installments. The three (3) equal installments are due on these listed dates: 1 April 2026, 1 May 2026 & 1 June 2026.

Motion, moved and seconded to accept the proposed Resolution.

Discussion: The Project Lead - Vice President - Ralph Kallberg presented a detailed overview that was intended to introduce the '2026 Exterior Painting Project'. Ralph thanked the Painting Project Committee for their commitment of time and talent to plan the project in conjunction with the assistance of 'project painting consultant'. The dedicated Committee prepared the painting project 'scope of work' and the 'bid tender

process' with the assistance of the painting consultant. Ralph thanks Owners for participating at the Dec2025 'Information Meeting' whereby a 'straw vote' successfully served as a prelude to this important meeting. Ralph advised of his availability liaise with Owners concerning questions and events during the planned painting project. The project is anticipated to commence as the spring 2026 weather improves as 'painting weather'.

The question was raised to proceed with the vote, **Accepted, (26 Accepted, 0 Opposed, 1 Abstained).**

Paying The Painting Project Special Levy (Schedule 1):
Owners were welcomed to call Strata Agent Dave D. (weekdays 915am - 5pm) to seek guidance for the purpose of authorizing 'electronic funds transfer' (EFT) from the Owner's preferred bank account to the trust account for the Strata Corporation - LMS 2407. Please read Schedule 1. page 7 of 20 (AGM Notice) to be aware of the special levy payments that are featured in Schedule 1. (page 7 of 20) of this AGM Notice. Questions and assistance to authorize (EFT), please contact <marites@c21pel.com>. The suggested date to complete the authorization process was discussed at this **Meeting as 18 March 2026.**

Resolution 3. – 3/4 Vote
Ratify Rule(s)

Whereas
The attached Rules are for ratification by the Owners at the Annual General Meeting.

Therefore,
Be it Resolved by a ¾ Vote of the Owners, Strata Plan LMS 2407 (the "Strata Corporation") at this Annual General Meeting held on 10 March 2026 that the Strata Corporation is authorized to ratify the attached Rules.
End of Resolution

Motion, moved and seconded to accept the proposed Resolution.

Discussion: Owners were advised that the Rules of the Strata Corporation require ratification at annual meetings (for validation purposes). Rules may be updated as Bylaws at any time such that the validation process is not required.

The question was raised to proceed with the vote, **Accepted, (27 Accepted, 0 Opposed, 0 Abstained).**

9. Approval Of The 2026/2027 Budget (April 1, 2026 – March 1, 2027)
Motion moved and seconded, to adopt the fiscal operating budget.
Accepted (25 Accepted, 0 Opposed, 2 Abstained)

Note: Please read the 'table/chart' that is listed on page 14 of 20 (of the AGM Notice). **The new strata fees commence 1 April 2026.**

10. Election of the Strata Council
Owners were invited to nominate Owners who would/will accept the role as strata governance for the new fiscal year. The names that are listed below represent the Owners who have offered to serve as the

'strata executive'. Each Council Member successfully obtained the required majority vote count to participate and serve as an executive Member.

Jane Roher	Unit 16	President
Ralph Kallberg	Unit 23	Vice President
Sharon Deveau	Unit 13	Secretary
Betty Dacko	Unit 27	Treasurer
Marc Van Es	Unit 19	Council Member
Mark Ouellette	Unit 28	Council Member
John O'Connor	Unit 21	Council Member

Motion moved and seconded, to accept the listed Owners as the Strata Council for the new fiscal year. (Successful nominees obtained the necessary *51% majority vote from the Ownership, as legislated by the Strata Property Act). **Accepted, (27 Accepted, 0 Opposed, 0 Abstained).**

11. **General Discussion:**
Clubhouse Housekeeping Matter
A suggestion of guidance was discussed with Owners at this meeting, relating to clubhouse use/logistics. Please ensure that the thermostat is regulated to a temperature above 10 degrees (thus averting freezing temperatures). Please also ensure that the washroom door is open (when not in use) to offer adequate ventilation throughout the clubhouse building.

12. **Conclude the Meeting: 8:13p.m.**

Minutes Prepared By,
Dave Distelmeyer, Strata Property Agent
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.
Property Management Division
On behalf of the Owners of Strata Plan LMS 2407 – "Oceanwood"

CENTURY 21
Prudential Estates (RMD) Ltd.

Office Location:
7320 Westminster Highway, Richmond, BC, V6X 1A1
Tel: 604-278-2121 (Office & 24/7 Emergency)
Fax: 604-273-9021
Website: www.century21pel.com

Questions?

Administration/Forms	**Angie Koh (angie@c21pel.com)**
Strata Fees	**Marites Villamayor (marites@c21pel.com)**
Service Department:	**Robert Munteanu**
Strata Agent	**Dave Distelmeyer @ 778.689.6200 (dave_d@century21pel.com)**
	Email Dave > subject line >> strata2407

HUB International Insurance Brokers
www.hubinternational.com

SUMMARY OF COVERAGES FOR:
The Owners of Strata Plan LMS2407 O/A Ocean Wood

Property Location:	1711 140th Street, Surrey, BC V4A 4H1
Policy Period:	March 30, 2026 - March 30, 2027
Description of Strata:	31 Townhouses in 13 buildings plus Recreation building
Additional Insured(s):	Century 21 Prudential Estates (RMD) Ltd., 7320 Westminster Hwy, Richmond, BC V6X 1A1

INSURING AGREEMENTS	Deductibles ($)	Limits ($)
PROPERTY COVERAGE		
All Risks, Replacement Cost	$10,000	$ 20,000,000
Appraisal Date: April 30, 2026		Included
Stated Amount Co-Insurance		Included
Extended Replacement Cost 130%		Included
Water Damage	$25,000	Included
Sewer Backup	$25,000	Included
Earthquake Damage	10% Min $100,000	Property Limit
Flood Damage	$25,000	Property Limit
Exterior Glass Coverage	$500	Included
Additional Living Expense		$5000/unit; $50,000/occurrence
EQUIPEMENT BREAKDOWN COVERAGE		
Equipment Breakdown	$1,000	Property Limit
CRIME COVERAGE		
Employee Dishonesty Coverage- Form A	Nil	$ 10,000
Money and Securities	Nil	$ 10,000
Forgery or Alteration	Nil	$ 10,000
Money Orders and Counterfeit paper Currency Coverage	Nil	$ 10,000
Credit Card Forgery Coverage	Nil	$ 10,000
Social Engineering Fraud	Nil	$ 5,000
Volunteer Accident	Nil	$ $100,000
COMMERCIAL GENERAL LIABILITY		
Bodily Injury and Property Damage Liability, Per Occurrence	$1,000	$ 5,000,000
Products & Completed Operations Aggregate	$1,000	$ 5,000,000
Advertising Injury Liability Per Occurrence	$1,000	$ 5,000,000
Medical Payments – Any one person		$ 2,500
Medical Payments- Per Occurrence		$ 25,000
Tenants' Legal Liability		$ 500,000
Non-Owned Automobiles Per Occurrence	$1,000	$ 5,000,000
Employee Benefits Aggregate	$1,000	$ 1,000,000
Legal Liability for Damage to Hired Autos Per Occurrence	$1,000	$ 50,000
Limited Pollution Liability Coverage Aggregate	$1,000	$ 1,000,000
Terrorism	$1,000	$ 500,000
STRATA DIRECTORS & OFFICERS LIABILITY		
Director's & Officers Liability	Nil	$ 2,000,000
Discrimination Defense Costs per Unsuccessful Action or Complaint	Nil	$ 10,000
Discrimination Defense Costs Annual Aggregate	Nil	$ 25,000

Operating Budget 2026 - (1Apr26 - 31Mar27)

Oceanwood LMS 2407

Inflation/CPI - Bank of Canada - Median - December 2025 - 2.5%

				Approved	MJ/DD 17Feb26
Income		**Budget'25**	**?rojected'25**	**Budget'26**	**Increase**
Strata Fees (includes contributions to CRF)		**$196,198**	**$196,198**	**$201,990**	**2.95%**
430 Interest (bank trust accounts)		$300	$430	$300	
Total Income		**$196,498**	**$196,628**	**$202,290**	
Administrative Expenses					
5102 Audit (RESA)		$300	$315	$400	
53500 CHOA		$200	$175	$200	
540 Insurance (HUB Insurance > Replacement Cost Apr25 $1,537,000, **Apr26 $20,000,000**)		$41,000	$39,222	$40,600	
542 Insurance Appraisal (Due Jan23, Update 2024, Update 2025, Due 2026)		$100	$0	$900	
550 Management ($1155/mo. + tax), adjusted for inflation		$14,100	$14,100	$14,900	
565 WCB Coverage (required for non-registered trades)		$100	$0	$100	
580 Legal		$1,500	$3,064	$1,500	
580510 Consultant (50% Depre. Report 2026 + 50% Electric Plan Report)		$10,500	$4,304	$5,700	
585 Council Administration		$400	$109	$400	
586 Duplicating and Postage		$600	$499	$600	
Total Administrative Expenses		**$68,800**	**$61,789**	**$65,300**	
Building Expenses					
606 Special Projects		$100.00	$0.00	$100.00	
625 Extermination (Terminix $88.02/mo.), ^4%, new $92/mo.		$1,600	$1,125	$1,600	
6265 Entrance Gate (gate maintenance)		$700	$252	$1,000	
627 General Maintenance (sealant/caulking and repair decaying boards)		$4,000	$189	$5,000	
632 Door Repairs (adjust doors, weatherstrip, astragal(s))		$2,300	$510	$2,300	
640015 Exterior Painting (paint supplies, garage and kitchen sills unit 5 plus misc.)		$1,800	$0	$1,800	
645 Repairs (arbour posts, sealants/caulking)		$4,800	$4,085	$6,000	
6601 Dryer Vent Cleaning (annual)		$700	$651	$700	
661 Enterphone (Shaw Phone $54.83/mo.)		$600	$658	$700	
666 Gutter Repairs		$600	$137	$600	
668 Roof Cleaning (moss control)		$0	$0	$2,500	
669 Gutter Cleaning ((2) times = May & November + window cleaning paid from here)		$6,000	$2,709	$7,600	
671 Deck Repairs (misc deck repairs including privacy lattice)		$7,000	$3,964	$6,000	
676 Window Replacement (includes glass and seals)		$3,500	$0	$3,500	
6831 **Roof Maintenance** (liquid membrane + roof granules, chimney cap coating, seal/caulk		$11,000	$11,653	$12,900	
Total Building Expenses		**$44,700**	**$25,932**	**$52,300**	
Grounds Expenses					
710 Electricity (grounds)		$1,100	$1,035	$1,200	
718 Retaining Walls		$3,000	$2,100	$100	
724 Fence Repairs		$1,500	$1,352	$1,000	
725 Gardening (Deca - JanXX-DecXX, $3,191.82/mo. incl. GST, contract coincides with fiscal		$37,500	$37,368	$38,500	
7321 Landscape Improvements		$3,500	$3,388	$4,000	
733 Tree & Hedge Pruning (includes fertilizing maple trees)		$3,000	$1,478	$3,500	
770 Sewer Maintenance (service storms drains and perimeter drains)		$4,000	$1,550	$7,500	
780 Snow Removal (parking + roadways)		$3,000	$0	$3,000	
785 Fire Hydrant (annual inspection)		$500	$0	$500	
7885 Concrete/Asphalt Repairs		$2,500	$312	$3,500	
795 Irrigation (system on/off winterize)		$1,500	$635	$1,500	
Total Grounds Expenses		**$61,100**	**$49,218**	**$64,300**	
Recreation Facility Expenses					
825 Electricity (clubhouse)		$900	$360	$900	
831 Heating Fuel/Gas		$600	$398	$600	
840 Maintenance (fire safety inspection of clubhouse)		$500	$257	$500	
Total Recreation Facility Expenses		**$2,000**	**$1,016**	**$2,000**	
Total Expenses		**$176,600**	**$137,954**	**$183,900**	
***Contingency Reserve Fund (CRF) Contribution**	10%	$17,820	$17,820	$18,390	
Total Strata Expenses (Operating Fund + CRF)		**$194,420**	**$155,774**	**$202,290**	
Surplus (projected to 31Mar26)			**$40,854**	**$0**	

Minutes of Council Meeting - LMS 2407 - Oceanwood
Friday, January 16, 2026
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

Quick Reference Guide:
Email Requests - Please Include Subject Line - Oceanwood
For Quick Assistance - Call Dave C21 - 778.689.6200 (weekdays 915am - 5pm)
Duty Service Manager - C21 - 604.278.2121 (24/7)
Strata Administration - Angie - angie@c21pel.com - 604.273.1745
Strata Fees - Marites - marites@c21pel.com - 604.273.1745

COUNCIL MEMBER IN ATTENDANCE:

1. Jane Roher (JR) — President
2. Ralph Kallberg (RK) — Vice President
3. Mary Jane Kennedy (MJK) — Treasurer
4. Marc Van Es (MVE) — Grounds Liaison
5. Mark Ouellette (MO) — Buildings Liaison

COUNCIL MEMBER NOT AVAILABLE

6. Sharon Deveau (SD) — Secretary

AGENT IN ATTENDANCE:
Dave Distelmeyer, Strata Agent (DD) — Century 21 Prudential Estates (RMD) Ltd.

1. **CALL TO ORDER**
The Strata Council meeting was called to order at 2:00 p.m.

2. APPROVAL OF THE PREVIOUS COUNCIL – November 18, 2025
Motion, Moved and Seconded to approve the November 18, 2025 council minutes.
Accepted Unanimously

3. ACTIVE BUSINESS
3.1 Buildings Report (MO)

- Strata Agent (DD) advised that the 'Electrical Planning Report' is being prepared by Amor Energy Consultants. The report will be completed - Mar2026.
- Please read the Minutes 18Nov2025 as an introduction to the '2026 Exterior Painting Project'. Thanks to the project team (lead by Vice President - RK) for hosting the Dec2025 information meeting. The successful event during Dec2026 confirms the Ownership support for the summer 2026 painting work. Please plan to attend the AGM 10Mar2026. The AGM Notice will be circulated to Owners during the Feb2026 time frame.

3.2 Grounds Report (MVE)

- Seasonal grounds cleanup is being performed by Deca Horticultural (gardening company) during the winter months.

4. STRATA AGENT'S REPORT

- DD discussed the final updates for the draft 2026 operating budget. Thanks were extended to Members for participating at the recent budget review meeting that was hosted by the Treasurer (MJK). Thanks also to (MJK) for the quick reference 'budget phone meeting' that was performed with Strata Agent (DD). The 2026 operating budget will be featured in the AGM Notice that is circulated to Owners during Feb2026.

5. CORRESPONDENCE/ALTERATIONS

Alterations Reviewed and Approved at Council Meetings

- Members discussed the updated 'Emergency Contact - Resident Phone List'. The list is reviewed at each Council Meeting to offer updates and changes to the list that offers guidance to the Strata Council in the event of an 'urgent contact requirement' for Owners at Oceanwood. Thanks, for periodically reviewing your emergency contact(s), to ensure that we have the name and phone number' for your urgent service contact. Email information updates to the Strata Secretary - Sharon - sharondeveau@ymail.com

- Altering/Upgrading Your Home - Alterations documents are available from Angie at C21 - angie@c21pel.com - 604.273.1745.

- Members discussed that planning continues for yard alterations at home 4. Information updates may be available during the springtime frame.

6. FINANCIAL REPORT to November 30, 2025 The Business Year End is March 31, 2026

6.1 Financial Statements - confirmed as received for the past fiscal period.
6.2 Surplus > Operating Budget = $12,999.21
6.3 Bank Trust Account/Chequing Account = $2,757.71
6.4 Contingency Reserve Fund (CRF) = $149,255.26.
6.5 Strata Fees - Thank you for periodically reviewing your 'bank statements' to be familiar with the status of your monthly fee payments. Questions? Call Marites 604.273.1745 <marites@c21pel.com> for updates about your 'strata fee account'.

7. NEW BUSINESS

- Strata Agent (DD) advised that the 10Mar2026 AGM Notice will be posted online for Council Members to review. It was discussed that the paint project lead (RK - Strata VP) will offer an Introductory Paragraph that introduces the Resolution for the 2026 exterior paint project. The Resolution will feature a 'special levy' that is due and payable by each registered strata lot Owner(s). Remember that the AGM Notice will be circulated to Owners during the Feb2026 time frame.

- Members discussed and expressed a warm welcome gesture to the new Owner of Home 30. Welcome to the 'Oceanwood Community'.

8. NEXT SCHEDULED MEETING

The next Strata Council Meeting will be the Annual General Meeting held on Tuesday, March 10, 2026 at 2:00 pm at Clubhouse Location.

9. MEETING ADJOURNMENT

The meeting was adjourned at 4:15 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

Owner Updates + Urgent Alternative Contact Info. - Please send updated names, phone numbers, and email addresses to update your information and your alternate contact information (for urgent circumstances) to sharondeveau@ymail.com and angie@c21pel.com. Please include the email, subject line: Owner Contact Information.

Eligible Age for Insured Volunteers - Please be safe. The eligible age for any possible insurance coverage relating to voluntary 'light duties' at Oceanwood volunteer activity insurance coverage is eighty (80) years of age. Please understand this limit for insurance coverage 'as a volunteer in the community'. Please take no chances. Please speak to a Council Member and/or DD (c21) to discuss the Strata Corporation's limited insurance coverage for volunteers.

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Repairing Window Seals - Failed window seal repairs are performed as a 'bundled service' when a group of windows are identified. The service is usually performed in the spring and the fall timeframe. To ensure that your window repair is known and planned for service please call Dave C21 778.689.6200 - weekdays 915am - 5pm. Please include these 'keywords' in any email - Oceanwood Glass.

Maintaining Strata Lot Alterations Including New Ducts/Vents - The Strata Lot Owner is obliged to care for and to maintain all furnace and heat pump junction points IE. lines, pipes, and exhaust ducts that pass through the building envelope and/or roof membrane.

Depreciation Report (DR) - Prepared By 'Absolute Building Science Strata Engineering Inc. - 12Oct2021' - The document is a financial planning guide that was prepared by third party consultants/professionals. The DR identifies future 'capital expense projects' that the registered Owner(s) will be required to finance/fund by way of a possible 'special levy'. Please read the DR to

understand the project costs. The Strata Council reviews the 'project items' at Strata Council Meetings in order that fiscal planning is considered and capital expense projects are well planned.

Fall Advisory - Winterize Outside Faucets - Avert frozen pipes and faucets that burst and cause water leaks. Please all remove your exterior garden hose. Please drain the water line that leads to outside faucets. Please also consider 'covering' your outside faucet with a styrofoam insulation cover to provide additional insulation to the outside faucet and pipes that lead to that faucet.

Maintenance Services - Routine maintenance including seasonal services are reviewed by Council Members at each Meeting. Strata Council Minutes often feature a schedule/notice for strata maintenance. Notices are also 'posted' on the Notice Board at the clubhouse entrance. Questions? Call Dave (directly) 778.689.6200 (weekdays 915am - 5pm).

Deck Durability - Deck deterioration may be averted if deck planters, flowerpots and any furniture with a footprint diameter over 2cm are raised off the decks thus reducing sitting rainwater that .promotes mold and decay. Please would you raise the pots and planters, etc. for air to circulate on the deck surfaces. The end result is improved deck durability.

Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

CENTURY 21®
Prudential Estates (RMD) Ltd.

Office Location:
7320 Westminster Highway, Richmond, BC, V6X 1A1
Tel: 604-278-2121 (Office & 24/7 Emergency)
Fax: 604-273-9021
Website: www.century21pel.com

Questions?

Administration/Forms	**Angie Koh – angie@c21pel.com**
Strata Fees	**Marites Villamayor – marites@c21pel.com**
Service Department:	**Robert Munteanu**
Strata Agent	**Dave Distelmeyer@ 778.689.6200 - dave@c21pel.com**

Email Dave > subject line >> Oceanwood > strata2407

24-HOUR EMERGENCY: After hours, residents are requested to contact CENTURY 21 Prudential Estates (RMD) Ltd. by calling 604-278-2121 for emergencies only. If there are any non-emergencies or building related problems, please call during normal working hours (Monday to Friday 9:00 a.m. to 5:00 p.m.).

The Strata Property Act and the Privacy Act legislate information disclosure.
The management company will disclose strata lot information exclusively to the Strata Lot Owner or the Owner's Agent (written authorization required). Real Estates Agents/Appraisers please read Minutes.
Prospective strata lot purchasers may request twenty-four (24) months of strata Minutes. Please retain Minutes for presentation to prospective purchaser(s).

Minutes of Council Meeting - LMS 2407 - Oceanwood
Tuesday, November 18, 2025
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

Quick Reference Guide:
Email Requests - Please Include Subject Line - Oceanwood
For Quick Assistance - Call Dave C21 - 778.689.6200 (weekdays 915am - 5pm)
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Strata Fees - Marites - marites@c21pel.com - 604.273.1745

COUNCIL MEMBER IN ATTENDANCE:

1. Jane Roher (JR)	President
2. Ralph Kallberg (RK)	Vice President
3. Mary Jane Kennedy (MJK)	Treasurer
4. Sharon Deveau (SD)	Secretary
5. Marc Van Es (MVE)	Grounds Liaison
6. Mark Ouellette (MO)	Buildings Liaison

AGENT IN ATTENDANCE:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

1. **CALL TO ORDER**
The Strata Council meeting was called to order at 2:00 p.m.

2. APPROVAL OF THE PREVIOUS COUNCIL – September 9, 2025
Motion, Moved and Seconded to approve the September 9, 2025 council minutes.
Accepted Unanimously

3. ACTIVE BUSINESS
3.1 Buildings Report (MO)

- The 2026 Painting Project Committee advised that numerous 'tender bids' have been received from various painting companies. It was discussed that an 'Information Meeting' will be planned for Owners to attend on Wed 3Dec2025. The purpose for the Meeting is to advise Owners of the planning 2026 exterior painting project. All buildings are identified for painting during 2026. The project 'scope of work', that has been prepared by a professional painting consultant, will be discussed at Meeting 3Dec2025. A special levy has been earmarked to pay for the painting project, including a contributing sum of approximately $65,000.00 from the contingency reserve fund (CRF). A special levy amount of approximately $163,000.00 is identified as the amount that Owners will be requested to approve at the Annual General Meeting (AGM) on 10Mar2026. Please plan to attend the Information Meeting on 3Dec2025.

- Amor Energy Company is preparing the legislated Electrical Planning Report. The Amor Energy project consultant attended Oceanwood to assist with the preparation of the project documents. Thank you to the Treasurer (MJK) for guiding the consultant and offering

important property information that will assist with the projections for future electric grid consumption approximations that will be featured in the report.

- Season ending gutter cleaning and window washing is planned for 1Dec2025. Service crews near your windows.

3.2 Grounds Report (MVE)

- Reconstruction work was completed on the deck of home 10 during the fall 2025 time frame. The project work was necessary to improve the deck structure. The project is now complete.

- MVE advised that the ground irrigation system was winterized during Oct2025.

- Ground drainage services were performed by Mamba Drainage (during the fall of 2025) as a preventative service measure to drainage pipes near home 28 - home 31. A Similar 'preventative service measure will be perform to priority service areas during the new fiscal year 2026.

4. STRATA AGENT'S REPORT

- DD presented a copy of the draft operating budget for the period 1Apr2026 - 31Mar2027. It was discussed that the draft copy is available for Council Members to model budget numbers that will be finalized during the time period Jan2026. Please contact a Council Member or call DD 778.689.6200, if you wish to suggest operating budget suggestions for consideration during the new fiscal year 2026. Please plan to attend the AGM 10Mar2026 - property clubhouse location.

5. CORRESPONDENCE/ALTERATIONS

Alterations Reviewed and Approved at Council Meetings

- The Strata Secretary (SD) advised that Oceanwood Owner Contact List (that includes alternate contacts) was updated as at the fall 2025 time frame. The list was discussed at this Meeting. Please send information updates including your 'Alternate Urgent Contact' to (SD) = sharondeveau@ymail.com and angie@c21pel.com.
  Alterations Documents - Available from Angie at C21 - angie@c21pel.com - 604.273.1745.

- Please read the Minutes 9Sep2025, to be aware of the alterations requested by the Owners - Home 8. Members nor (DD) were aware of the status of the 'Alterations Forms Package' that Owners are requested/required to complete when performing home upgrades/improvements. DD advised that the Owners (Home 8) would be phone called to discuss the availability of the "Alterations Form Package'.

6. FINANCIAL REPORT to October 31, 2025 The Business Year End is March 31, 2026

- DD presented a copy of the draft operating budget for the period 1Ap20r26 - 31Mar2027. It was discussed that the draft copy is available for Council Members to 'model budget numbers' that will be finalized during the time period Jan26. Please contact a Council

Member or call DD 778.689.6200, if you wish to suggest operating budget suggestions for consideration during the new fiscal year 2026. Please plan to attend the AGM on 10Mar2026 - property clubhouse location.

7. NEW BUSINESS

- Members discussed that a semi-annual property tour will be performed by Council Members to be familiar with possible preventative maintenance items for buildings and grounds.

- Members discussed a planning initiative to consider preventative roof maintenance that was proposed by Holland Roofing. Strata Agent DD was requested to seek the updated service proposal from Holland Roofing.

- Members discussed the seasonal alert for Owners to 'raise' garden pots (on decks) and any other items that rest on decks during the fall - winter - wet spring months. Please raise items such that air flows under the items and offers deck drying time to avert dampness and wood decay.

8. NEXT SCHEDULED MEETING

The next Strata Council Meeting will be held on Tuesday, January 13, 2026, at 2:00 pm at Clubhouse Location.

9. MEETING ADJOURNMENT

The meeting was adjourned at 4:15 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

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Fall Advisory - Winterize Outside Faucets - Avert frozen pipes and faucets that burst and cause water leaks. Please all remove your exterior garden hose. Please drain the water line that leads to outside faucets. Please also consider 'covering' your outside faucet with a styrofoam insulation cover to provide additional insulation to the outside faucet and pipes that lead to that faucet.

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Deck Durability - Deck deterioration may be averted if deck planters and flowerpots are raised off the decks thus reducing sitting rainwater that promotes mold and decay. Please would you raise the pots and planters for air to circulate on the deck surfaces. The end result is improved deck durability.

Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

CENTURY 21
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Questions?

Administration/Forms	**Angie Koh – angie@c21pel.com**
Strata Fees	**Marites Villamayor – marites@c21pel.com**
Service Department:	**Steve Olson**
Strata Agent	**Dave Distelmeyer@ 778.689.6200 - dave@c21pel.com**

Email Dave > subject line >> Oceanwood > strata2407

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Prospective strata lot purchasers may request twenty-four (24) months of strata Minutes. Please retain Minutes for presentation to prospective purchaser(s).

Minutes of Council Meeting - LMS 2407 - Oceanwood
Tuesday, September 9, 2025
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

Quick Reference Guide:
Email Requests - Please Include Subject Line - Oceanwood
For Quick Assistance - Call Dave C21 - 778.689.6200 (weekdays 915am - 5pm)
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COUNCIL MEMBER IN ATTENDANCE:

1. Jane Roher (JR)	President
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3. Mary Jane Kennedy (MJK)	Treasurer
4. Sharon Deveau (SD)	Secretary
5. Marc Van Es (MVE)	Grounds Liaison
6. Mark Ouellette (MO)	Buildings Liaison

AGENT IN ATTENDANCE:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

1. **CALL TO ORDER**
The Strata Council meeting was called to order at 2:05 p.m.

2. APPROVAL OF THE PREVIOUS COUNCIL – April 1, 2025
Motion, Moved and Seconded to approve the June 10, 2025 council minutes.
Accepted Unanimously

3. ACTIVE BUSINESS
3.1 Buildings Report (MO)
- The 2026 Painting Project Committee has met with the painting consultant - Geoff (Inspec Consulting Services) to review the project 'scope of work'. Various suggestions have been shared between the committee and the paint consultant. Project plans will be available in the late fall 2025 timeframe to plan for the project funding that will be sought from Owners at the AGM (10Mar2026).

- Anglo Canadian Painting performed various deck repairs and modifications, during the summer of 2025.

3.2 Grounds Report (MVE)
- Two large Katsura trees in the central lawn area had their large overhanging limbs trimmed off by Bartlett Tree Experts.

- The leaning concrete block retaining wall fronting onto the central lawn area was dismantled, straightened and backfilled by Diamond Shovel Contracting.

- Three wasps nests were removed, two by a council member and one by Terminix Pest Control.

- Topsoil was added to the bases of 9 maple trees around the central lawn area, by Westview Landscape Services.

- Power-washing of the parking lots, their concrete trim, walkways around the clubhouse and a few exceptionally dirty areas was done by Deca Horticultural Services.

- The irrigation system will be winterized on October 20th by Kore Irrigation.

4. STRATA AGENT'S REPORT

4.1 DD advised that numerous efforts were made to arrange/facilitate deck repairs to a strata lot (SL 10). A legal document had been drafted by the law firm Haddock & Company, Lawyers, in conjunction with the Owner's Agent. Since drafting the 'original agreement' during Jul2025, the Owners have since communicated directly with the Strata Council including a direct Meeting with Council Members during the evening of 8Sep2025. It was at that Meeting - 8Sep2025 that the deck plans were revised and it was agreed by Council Members and the Strata Lot Owner (SL 10), that a revised deck repair/replacement plan would be submitted to the Strata Council (for approval of the proposed deck), prior to the end of the business day 12Sep2025.

4.2 DD presented the 2025 snow season contract that was prepared by Vista Landscape Services. Members agreed that the longer-term services of Vista will be requested as 'callout snowplow services' as required during the winter 2025 - winter 2026 snowy season. It was discussed that the 'snow service agreement/contract' concludes 31Mar2026. The Agreement was signed at this Meeting. DD was requested to send the signed agreement to Vista Landscape Services.

5. CORRESPONDENCE/ALTERATIONS

Alterations Reviewed and Approved at Council Meetings
Alterations Documents - Available from Angie at C21 - angie@c21pel.com - 604.273.1745.
5.1 A Written Complaint concerning SL 18 was discussed to emphasis multiple incidents of parking in the 'fire lane', and the associated noise that resulted from periodically parking in the 'fire lane' and closing vehicle doors in a loud haphazard manner. Strata Agent (DD) was requested to communicate with the Owner that was performing the identified bylaw violations.

6. FINANCIAL REPORT to July 31, 2025 The Business Year End is March 31, 2026

Financial Statements - confirmed as received for the past fiscal period.
6.3 Surplus > Operating Budget = $5,956.68
6.4 Bank Trust Account/Chequing Account = $2,529.50
6.5 Contingency Reserve Fund (CRF) = $135,035.06
6.6 Strata Fees - Thank you for periodically reviewing your bank statements to be confident that monthly strata fees are paid from your bank account on the first (1st) day of each month. Questions? Marites 604.273.1745 marites@c21pel.com

6.7 Treasury Updates/Correction - MJK advised that adjustments are required to the account for the monthly reporting of prepaid insurance. DD confirmed that the 'C21 bookkeeping department' would be requested to perform the financial statement adjustments for the accounting period ending 30Sep2025.

7. NEW BUSINESS

7.1 Members discussed that a reporting system is now available for Owners to report exterior building deficiencies (i.e., non-functioning exterior electrical receptacles and general building deficiencies). Council Member (MO) offered to read and to report the deficiencies that Owners send via email to: ouellettefm@gmail.com. Thanks (MO) for your help and guidance.
7.2 Members discussed that sitting water under flowerpots and planters are a contributing factor that promotes deck decay. **Please** if you would use objects (perhaps planter and flower pot holders) to foster air circulation. **Thank you.** The result is better deck durability.

8. NEXT SCHEDULED MEETING

The next Strata Council Meeting will be held on Tuesday, November 18, 2025, at 2:00 pm at Clubhouse Location.

9. MEETING ADJOURNMENT

The meeting was adjourned at 4:09 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

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Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

CENTURY 21®
Prudential Estates (RMD) Ltd.

Office Location:
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Service Department: **Mark Dela Cruz – mark@c21pel.com**
Strata Agent **Dave Distelmeyer@ 778.689.6200 - dave@c21pel.com**
Email Dave > subject line >> Oceanwood > strata2407

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July 7, 2025

Oceanwood LMS2407

Council meeting, July 7, 2025 10:30am

Attending: Jane Roher, MaryJane Kennedy, Marco Van Es, Sharon Deveau, Ralph Kallberg

By cell phone: Mark Ouellette

Subject: Unit 10 Deck replacement project

Council voted on whether to approve (with conditions) the deck reconstruction proposed by Ann and Alan Hempston Unit 10 LMS2407. Five (5) council members voted in favour of the project proceeding (with conditions) and one (1) member voted no.

Council agrees that a binding, legal document, signed by the Hempstons (or their legal representative) and a representative of Oceanwood Strata Corp. must be completed before any deconstruction or reconstruction has begun. This is non-negotiable.

Phase I: Council approves

Phase II: Council approves

Phase III: Additions and changes:

- Council requires updated specs and plans for deck
- Wording, regarding when extension would have to be removed, needs to be changed – Council requires removal of extension well in advance of listing Unit 10 for sale or change of residence of Ann or Alan Hempston. These variances are being allowed for the benefit of accessibility for the disabled, registered owners of Unit 10, namely, Ann and Alan Hempston.
- Council agrees to pay legal fees incurred to prepare binding agreement

Council agrees to the format of the Assumption of Liability Agreement, except as noted:

Clause 7: Site cleanup at finish of project

Members of Oceanwood Strata Council do not have the legal expertise to prepare a document as described above and ask that you contact legal counsel on our behalf. Unit 10 wishes to commence work on July 14, 2025 and we would like to meet this deadline if at all possible. Oceanwood Strata will cover the costs incurred.

Jane Roher, Oceanwood Strata LMS2407

Minutes of Council Meeting - LMS 2407 - Oceanwood
Tuesday, June 10, 2025
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

Quick Reference Guide:
Email Requests - Please Include Subject Line - Oceanwood
For Quick Assistance - Call Dave C21 - 778.689.6200 (weekdays 915am - 5pm)
Duty Service Manager - C21 - 604.278.2121 (24/7)
Strata Administration - Angie - angie@c21pel.com - 604.273.1745
Strata Fees - Marites - marites@c21pel.com - 604.273.1745

COUNCIL MEMBER IN ATTENDANCE:

1. Jane Roher (JR)	President
2. Mary Jane Kennedy (MJK)	Treasurer
3. Sharon Deveau (SD)	Secretary
4. Marc Van Es (MVE)	Grounds Liaison

COUNCIL MEMBER NOT IN ATTENDANCE :

5. Mark Ouellette (MO)	Buildings Liaison
6. Ralph Kallberg (RK)	Vice President

AGENT IN ATTENDANCE:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

1. **CALL TO ORDER**
The Strata Council meeting was called to order at 2:07 p.m.

2. APPROVAL OF THE PREVIOUS COUNCIL – April 1, 2025
Motion, Moved and Seconded to approve the April 1, 2025 council minutes.
Accepted Unanimously

3. ACTIVE BUSINESS
3.1 Buildings Report (MVE)
- Northwest Exteriors recently cleaned both inside and outside of the gutters in areas that were thought to have the most need. They also cleaned all of the windows and skylights. The council thanks you for your cooperation with the window screens.

- Start to Finish Contracting has been on site and among other repair items has been replacing rotten/split wood around the complex in anticipation of next year's big paint job.

- Painting of the deck repairs along the south side is expected to be completed by summer's end.

3.2 Grounds Report (MVE)
- As of this date a large cedar hedge behind units 14 and 15 part-way through the process of being hard-pruned to a height that allows for our landscapers to annually maintain its height

- and shape. This was a special request to Deca Horticultural to accomplish this one-time pruning.

- Some disruption in Deca's regular grounds service schedule occurred when an accident caused damage to their trucks. They are now back on their regular schedule.

- Our irrigation system has been activated by Kore and is currently being monitored and adjusted by for maximum efficiency.

4. STRATA AGENT'S REPORT

4.1 DD advised that the provincially legislated 'Electrical Planning Report' that strata corporations are required to complete prior to 31Dec2026 may be prepared by the electrical contracting company Amor Energy for a discounted sum of $4,000 (plus GST). DD suggested that the arrangement had been facilitated to offer multiple stratas a cost savings by economies of scale when Amor is preparing multiple reports. Members are concurrent that Oceanwood wishes to participate in the bundled opportunity such that the strata corporation will save $2,100.00 on this report. The report will be paid 50% in part from the 2025 operating budget and 50% from the 2026 operating budget.

4.2 - DD advised that Brammy Bros. Painting submitted a budget price of $133,000.00 for the 2026 exterior painting project. This amount will serve as a guidance for the painting consultants (Inspec Consultants) to prepare project specifications for review by Council Members. The process is intended to ensure that expectations for building painting are defined well in advance and that interested Owners are familiar with the project. The project funding is in part from the contingency reserve fund (CRF), and a special levy that is in accordance with unit entitlement calculation. Additional project details will be available during the fall 2025-time frame. Payment terms for the 2026 exterior painting project will be prepared for the 2026 AGM.

5. CORRESPONDENCE/ALTERATIONS

Alterations Reviewed and Approved at Council Meetings

Alterations Documents - Available from Angie at C21 - angie@c21pel.com - 604.273.1745.

6. FINANCIAL REPORT to May 31, 2025 The Business Year End is March 31, 2026

Financial Statements - confirmed as received for the past fiscal period.

6.3 Surplus > Operating Budget = $1,252.84

6.4 Bank Trust Account/Chequing Account = $5,832.78

6.5 Contingency Reserve Fund (CRF) = $128,560.84

6.6 Strata Fees - Thank you for periodically reviewing your bank statements to be confident that monthly strata fees are paid from your bank account on the first (1st) day of each month. Questions? Marites 604.273.1745 marites@c21pel.com

7. NEW BUSINESS

7.1 Members confirmed that the painting consultant - Geoff Dove (Inspec Consulting) will be meeting with various Strata Council Members to view exterior building conditions and to commence the project work for planning the 2026 exterior painting project.

7.2 Members discussed that gutter clean is necessary during two (2) intervals each year. The service is best planned for the spring and late fall time frame.

7.3 MJK advised that the gate service provider Precision Gate was contacted to inspect and to suggest a solution for the temperamental driveway gate that periodically malfunctions during rainstorms.

8. NEXT SCHEDULED MEETING

The next Strata Council Meeting will be held on Tuesday, September 9, 2025 at 2:00 pm at Clubhouse Location.

9. MEETING ADJOURNMENT

The meeting was adjourned at 4:09 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

Owner Updates + Urgent Alternative Contact Info. - Please send updated names, phone numbers, and email addresses to update your information and your alternate contact information (for urgent circumstances) to sharondeveau@ymail.com and angie@c21pel.com. Please include the email, subject line: Owner Contact Information.

Eligible Age for Insured Volunteers - Please be safe. The eligible age for any possible insurance coverage relating to voluntary 'light duties' at Oceanwood volunteer activity insurance coverage is eighty (80) years of age. Please understand this limit for insurance coverage 'as a volunteer in the community'. Please take no chances. Please speak to a Council Member and/or DD (c21) to discuss the Strata Corporation's limited insurance coverage for volunteers.

Strata Fees - Please periodically review your bank statement(s) to ensure that strata fees are consistently paid on the first (1st) day of each month. Questions about strata accounts? Strata Fee Coordinator = Marites 604.273.1745 / marites@c21pel.com.

Repairing Window Seals - Failed window seal repairs are performed as a 'bundled service' when a group of windows are identified. The service is usually performed in the spring and the fall timeframe. To ensure that your window repair is known and planned for service please call Dave C21 778.689.6200 - weekdays 915am - 5pm. Please include these 'keywords' in any email - Oceanwood Glass.

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Maintenance Services - Routine maintenance including seasonal services are reviewed by Council Members at each Meeting. Strata Council Minutes often feature a schedule/notice for strata maintenance. Notices are also 'posted' on the Notice Board at the clubhouse entrance. Questions? Call Dave (directly) 778.689.6200 (weekdays 915am - 5pm).

Respectfully submitted,
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On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

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Prospective strata lot purchasers may request twenty-four (24) months of strata Minutes. Please retain Minutes for presentation to prospective purchaser(s).

Minutes of Council Meeting - LMS 2407 - Oceanwood
Tuesday, April 1, 2025
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

Quick Reference Guide:
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COUNCIL IN ATTENDANCE:

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5. Marc Van Es (MVE)	Grounds Liaison
6. Mark Ouellette (MO)	Buildings Liaison

AGENT IN ATTENDANCE:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

1. **CALL TO ORDER**
The Strata Council meeting was called to order at 2:07 p.m.

2. APPROVAL OF THE PREVIOUS COUNCIL – January 14, 2025
Motion, Moved and Seconded to approve the January 14, 2025 council minutes.
Accepted Unanimously

3. ACTIVE BUSINESS
3.1 Buildings Report (MO)
- Repairs that were necessary for the deck on home 7 are now complete.
- Deck staining of screens and skirting/fascia will be scheduled for Jul2025. The deck of SL 10 will be excluded from this service work. The Owners of SL 10 are considering deck upgrades/improvements.

3.2 Grounds Report (MVE)
- The concrete block retaining wall that is located on the south driveway side will be reassembled during Jul2025.
- The weather swept, leaning hemlock tree that was a threat to home 28 was removed by way of a boom truck. The service crew was from Bartlett Tree Experts.
- Patches of lawn that were previously infested by chafer beetles require additional attention. MVS advised Scott's Grub Bgon 'microbe formula' will be applied to eradicate the larvae. Lawn seed will then be applied to the affected area(s).

4. STRATA AGENT'S REPORT

4.1 DD reported that he was advised, prior to this Meeting, that various Oceanwood Owners researched the chronic problem relating to the entrance gate that is faulty during rainy weather. Members discussed the preference for the security gate to function reliably and for a possible operating feature whereby Owners would be able to remotely activate the gate (open the gate) for guests when vehicles approach the gate. DD suggested that a gate electronics communications company will be contacted for a possible solution.

4.2 Members discussed building painting for 2026. DD suggested that Brammy Bros. Painting may be a reliable source to assist with professional scope of work and a budget price that may be available for review in addition to the working efforts of the paint consultants at Inspec Consulting Services. It was also discussed that various Owners pay express interest to participate in the 2026 project as a 'painting committee'. DD to contact John Bramwell (Brammy Bros. Painting) to contact MO regarding introductory services.

5. CORRESPONDENCE/ALTERATIONS

Alterations Reviewed and Approved at Council Meetings

5.1 Alterations Request SL 14 Kitchen renovations - Discussed and approved. The completed 'alterations forms package' is to be completed and filed with the strata lot data files.

5.2 Alterations Documents - Available from Angie at C21 - angie@c21pel.com - 604.273.1745.

6. FINANCIAL REPORT to February 28, 2025 The Business Year End is March 31, 2025

6.1 Financial Statements - confirmed as received for the past fiscal period.
6.3 Surplus > Operating Budget = $32,390.66
6.4 Bank Trust Account/Chequing Account = $17,354.33
6.5 Contingency Reserve Fund (CRF) = $138,271.83
6.6 Strata Fees - Thank you for periodically reviewing your 'bank statements' to be confident that monthly strata fees are paid from your bank account on the first (1st) day of each month. Questions? Marites 604.273.1745 marites@c21pel.com

7. NEW BUSINESS

7.1 An updated Owner List and Urgent/Emergency Contact list was discussed and prepared by the SD Secretary. Thanks for that effort. DD will review the list that will now be available to Council Members 24/7. The list will be reviewed and updated at each Meeting. The goal is for the Strata Council to have current/immediate contact information for Owners and designated contacts for critical event situations. Send your updates to sharondeveau@ymail.com and angie@c21pel.com. Please include the email subject line: Owner Contact Information Oceanwood.

7.2 Members agreed to initiate the legislated Depreciation Report (DR). The last DR was completed during 2021. The consulting firm WSP Canada will be requested to prepare the DR for the late summer 2025 time frame.

8. NEXT SCHEDULED MEETING

The next Strata Council Meeting will be held on Tuesday, June 10, 2025 at 2:00pm at Clubhouse Location.

9. MEETING ADJOURNMENT

The meeting was adjourned at 4:06pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

Eligible Age for Insured Volunteers - Please be safe. The eligible age for volunteer activity insurance coverage is as quoted, 'Individuals who are under the age of Eighty (80) who are engaged in volunteer activities of the Insured/Policyholder'. Your safety is paramount. Please exercise wise judgement.

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Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

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Strata Agent **Dave Distelmeyer@ 778.689.6200 - dave@c21pel.com**
Email Dave > subject line >> Oceanwood > strata2407

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MINUTES - **Strata Council Meeting** Held Following the Annual General Meeting– LMS 2407 – "Oceanwood"

DATE – March 11, 2025, Meeting held at Oceanwood Clubhouse

MEETING COMMENCED: 8:35 pm

Council Present: Members Listed - AGM Minutes March 11, 2025

Century 21 Prudential Estates (RMD) Ltd. *Thank you!*

Questions?	Strata Fees	**Marites @ 604.273.1745**
	Administration	**Angie @ 604.273.1745**
	Strata Agent	**Dave @ 778.689.6200**
Email Dave: subject	**strata2407**	**dave_d@century21pel.com**

1. BUSINESS OPERATING PROCEDURES 2025 / 2026

Resolution 1.

Majority vote of strata council to direct its strata agent to borrow from the contingency reserve fund (when required), to fund budget operating expenses throughout this fiscal year.

Introduction:

The strata corporation from time to time throughout the fiscal year may experience cash shortages in their operating account that restricts them from paying for items approved in the current budget. The strata corporation does not want to incur late charges in paying these invoices due to operating cash shortages. The strata council by way of this council decision directs their strata agent to borrow from the strata's contingency reserve fund to pay these budgeted operating expenses. The strata property act under section 95(4) and its related regulations stipulates that this borrowing be disclosed to the owners and that the loan be repaid within the fiscal year.

THEREFORE, BE IT RESOLVED

As a Majority Vote of the Council of owners of Strata Plan LMS 2407 (the "Strata Corporation") at this Strata Council meeting conducted this date, 'the Strata Agent' is directed (for the current year) to borrow from the Contingency Reserve Fund to fund budgeted operating expenses when the operating fund cash flow is insufficient to pay these expenses. The Strata Agent is directed to disclose this on the Strata Corporation's monthly financial statements and to minute borrowed sums at the next meeting of the Strata council.

End of Resolution

Motion moved and seconded, **Accepted**

Resolution 2.

Majority vote of strata council to direct the strata agent to obtain annual updates for the insurance appraisal.

Introduction:

The strata corporation is required under the strata property act to maintain insurance on the basis of full replacement value. Insurers require that a strata corporation have an up to date appraisal before they will insure on the basis of full replacement value. The agency agreement with Century 21 Prudential Estates (RMD) Ltd. states that the agent will upon direction of council secure annual updates to the insurance appraisal. The strata corporation through this council resolution directs its agent to obtain annual updates of the insurance appraisal on behalf of the strata corporation so it may satisfy this requirement of the strata property act and its strata agency agreement with Century 21 Prudential Estates (RMD) Ltd.

THEREFORE, BE IT RESOLVED

As a majority vote of the strata council of Strata Plan LMS 2407 (the "strata corporation") at this Strata Council meeting conducted this date, the strata agent is hereby directed to obtain an insurance appraisal update and to charge the expense to the operating fund of the strata corporation.

End of Resolution

Motion moved and seconded, Accepted

Resolution 3

Majority vote of strata council to direct its strata agent to facilitate emergency repairs to common assets, common property, limited common property and strata lots.

Introduction:

Whereas the strata corporation is required under the *Strata Property Act* to repair and maintain common property, common assets and in some circumstances limited common property and strata lots.
And Whereas the council has an obligation to act in a manner that is in the best interests of all owners.
And Whereas the strata corporation has an agreement With Century 21 Prudential Estates (RMD) Ltd. ("Strata Agent") to send out emergency repair personnel.

THEREFORE, BE IT RESOLVED

As a Majority Vote of the Council of owners of Strata Plan LMS 2407 (the "Strata Corporation") at this Strata Council meeting conducted this date that, in order to protect the well-being of the complex, the Strata Agent is hereby directed to address emergencies within the complex by having appropriate emergency repair personnel respond and have emergency repairs performed at the cost of the Strata Corporation, whether the repairs are to a common asset, common property, limited common property or a strata lot, or a combination thereof. Taking this approach means that the Strata Corporation may, from time to time, be paying for certain repairs that could ultimately be determined to be legally the responsibility of an owner, and the Strata Corporation may take steps to collect these costs from an owner at a later date.

End of Resolution

Motion moved and seconded, Accepted

2. **NEXT COUNCIL MEETING: Tuesday, June 11, 2024 at 1:00 pm (Clubhouse Location)**

3. **MEETING ADJOURNED:** 9:10 pm.

Minutes Prepared By,
Dave Distelmeyer, Strata Property Agent
Century 21 Prudential Estates (RMD) Ltd.
On behalf of the Owners - **Strata Plan LMS 2407 – "Oceanwood"**

Century 21 Emergency Service 24/7/365 Telephone 604.273.1745

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Prospective strata lot purchasers may request Minutes for the past two (2) years. Please retain these Minutes in order that a prospective purchaser may read the information. Service rates apply for the preparation of additional Minutes.

MINUTES – Annual General Meeting
LMS 2407 – "Oceanwood"
DATE – March 11, 2025, Meeting Held at Oceanwood Clubhouse

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1. **CALL MEETING TO ORDER**

Mr. Marc Van Es (Strata Council - Buildings Liaise) called the Meeting to Order at 704p. Marc thanked Owners for attending this Annual General Meeting of the Owners - Oceanwood.

2. **CERTIFY PROXIES, ISSUE BALLOTS & DETERMINE QUORUM**

The Strata Agent Dave D. announced the Ownership participation at the Meeting:

Owners Present	18
Proxy Votes	6
Total Participating Owners	24 = 78% Eligible Cast Votes

3. **FILING PROOF OF MEETING NOTICE**

The *Strata Property Act* requires Owners to be notified 21 days in advance of the General/Special Meeting date.

Motion moved and seconded, to conduct the Meeting based on the required notification period. *Strata Property Act.* **Accepted (24 Favoured, 0 Opposed, 0 Abstained)**

4. **APPROVAL OF THE AGENDA**

Motion, moved and seconded to amend the Agenda to include the topics, Entrance Gate, Window Washing, and Gutter Cleaning.

Accepted, (24 Accepted, 0 Opposed, 0 Abstained)
to amend the Meeting Agenda to include the listed items.

5. **ADOPTION OF THE PREVIOUS GENERAL MEETING MINUTES**

Motion, moved and seconded to adopt the March 12, 2024 Annual General Meeting Minutes as circulated.

Accepted (24 Favoured, 0 Opposed, 0 Abstained)

6. **PRESIDENT'S REPORT**

The Strata President Ms. Jane Roher was not available to attend the Meeting. Jane had prepared a written President's Report. Strata Agent - Dave Distelmeyer read the President's Reprot at this Meeting and attached a copy to these Minutes.

7. **INSURANCE REPORT**

Owners were encouraged to review their current 'individual strata lot' insurance policy. The individual insurance policy complements the Strata Corporation's insurance policy for which each Owner(s) is the named insured. Owners were requested to present the Strata Corporation's Certificate of Insurance to their preferred/expert insurance advisor, for the purposes of devising a seamless strata lot insurance program. All Owners were advised of their burden of responsibility to repair (and pay for) interior strata lot repairs, regardless of the event or circumstance. Owners were also encouraged to undertake routine maintenance for interior strata lot pipes, fittings, faucets and drains in efforts to prevent water loss events.

Owners were advised of the Strata Corporation's insurance deductible amount of $25,000.00 for each event, that results from a water leak or sewer backup. The insurance deductible amount for homes that include 'Polybutylene Plumbing Pipes' is $50,000.00 for each event. Please seek expert insurance advice.

Owners were encouraged to seek guidance for insurance coverage pertaining to 'Additional Living Expenses'. The additional living expenses may be required if you are displaced from your home due to a fire, a flood, and/or an earthquake. Owner living expenses will be required for alternate living/accommodations if reconstruction of the existing home results in your displacement for multiple days/weeks/months/year(s). Please review the suggested insurance coverage for Additional Living Expenses with your preferred expert insurance advisor.

8. CONSIDERATION OF RESOLUTION

RESOLUTION #1 – Majority Vote to:
Transfer Budget Surplus to Contingency Reserve Fund (CRF)

Introduction

WHEREAS:
The Strata Corporation is anticipating a surplus at the Strata Corporation's fiscal year-end (March 31st, 2025). Therefore, the Strata Corporation is proposing the following resolution to transfer the surplus to the Contingency Reserve Fund (CRF). *Section 105 of the Strata Property Act* requires action from the Strata Corporation on this matter.

THEREFORE:
BE IT RESOLVED by a Majority Vote of the Owners, Strata Plan LMS 2407, (the "Strata Corporation") at this Annual General Meeting conducted on March 11th, 2025, that the Strata Corporation is authorized to transfer any Operating Fund surplus as at the Strata Corporation's fiscal year-end of March 31st, 2025, to the Contingency Reserve Fund (CRF) minus any year-end adjustments.

END OF RESOLUTION

Motion, moved and seconded to adopt Resolution 1 as presented.

Accepted (24 Accepted, 0 Opposed, 0 Abstained)

9. APPROVAL OF THE 2025/2026 BUDGET (April 1, 2025 – March 1, 2026)

Motion moved and seconded, to adopt the fiscal operating budget as circulated.

Accepted (24 Accepted, 0 Opposed, 0 Abstained)

10. ELECTION OF THE STRATA COUNCIL

Owners were invited to nominate Owners who would/will accept the voluntary role as the Strata Executive for the new fiscal year. The names that are listed below represent the Owners who volunteered, participated in the as discussed voting process, and who successfully obtained the required vote count for the roles of the executive positions for the new fiscal year. Thank you to all Owners for your participation in this democratic process.

Motion moved and seconded, to accept the listed Owners as the successful Council Members that obtained the minimum *51% majority vote from the Ownership (as legislated by the Strata Property Act).
Accepted (24 Accepted, 0 Opposed, 0 Abstained)

Jane Roher	Unit 16
Ralph Kallberg	Unit 23
Mary Jane Kennedy	Unit 31
Sharon Deveau	Unit 13
Marc Van Es	Unit 19
Mark Ouellette	Unit 28

The Strata Council 'executive positions' shall be discussed and agreed by Council Members at the April 2025 Strata Council Meeting.

11. GENERAL DISCUSSION – Q. Question A. Answer

Entrance Gate Operations - Q. The gate movements (open/close) appear to be temperamental based on rainy weather conditions. Can that be fixed?

A. Council Members and the gate service provider have attempted various measures to eliminate rainwater disruptions to gate movements (open/close). Additional efforts will be made to devise a solution whereby the gate operates in a consistent manner.

Gutter Cleaning and Window Washing - Q. Can windows be washed after the gutters are cleaned.

A. Yes, the sequence for gutter cleaning and window washing will be planned in this order for future service events. Thus, a lower probability of dirty windows will result based on gutter cleaning being performed prior to window washing.

Frequency of Window Washing - Q. Can windows be washed twice (2x's) per year.

A. For budgetary purposes the windows are washed one (1) time each year. An Owner is welcome to contract a qualified window washing company that is insured and registered with WorksafeBC to perform the service as desired and paid for by that Owner.

Gardening In Your Yard - Various Owners may be interested to perform routine gardening activities in their yard. If you wish for the Gardening Crew not to disrupt your gardening activities, please plan to post an available 'white stake' in your garden area to remind the Gardening Crew that you will care for the identified garden bed.

12. MEETING ADJOURNED: 8:30 p.m.

Minutes Prepared By,
Dave Distelmeyer, Strata Property Agent
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.
Property Management Division
On behalf of the Owners of Strata Plan LMS 2407 – "Oceanwood"

CENTURY 21
Prudential Estates (RMD) Ltd.

Office Location:
7320 Westminster Highway, Richmond, BC, V6X 1A1
Tel: 604-278-2121 (Office & 24/7 Emergency)
Fax: 604-273-9021
Website: www.century21pel.com

Questions?

Administration/Forms	**Angie Koh**
Strata Fees	**Grace Wang**
Service Department:	**Mark De Cruz**
Strata Agent	**Dave Distelmeyer @ 778.689.6200** (dave_d@century21pel.com) **Email Dave > subject line >> strata2407**

LMS 2407 Annual General Meeting

March 11, 2025

Strata Council President's Report

Welcome to Oceanwood's 2025 AGM.

Your Council, as designated by you, the Strata Corporation, is responsible for overseeing general operations of the Corporation as set out by the Strata Property Act. This includes implementation of maintenance and repairs of common property, enforcement of bylaws, attending to financial operations, record keeping, service contracts, insurance, emergencies and convening meetings. Some of these duties are administered by Century 21 with the assistance of Dave Distelmeyer.

The BC Strata Property Act legislates that the Strata Corporation (Owners) has a duty to repair and maintain common property and common assets of the strata development for the safety and benefit of all owners. Your Council has worked diligently to prioritize repairs, maintenance and renewals needed to accomplish our mandate.

I would like to recognize individual Council members – in alphabetical order.

Sharon Deveau, secretary. Sharon brings a professional realtors' expertise to Council as well as keeping our owners' information up to date.

Ralph Kallberg, vice president, assisted with grounds and buildings maintenance projects including overseeing the installation of the new fence.

Mary Jane Kennedy, treasurer. This position requires a great deal of time to keep our financial affairs in order and ensure that financial reports are delivered to all owners in a timely manner.

Mark Ouellette, building maintenance. Mark has been busy overseeing the never ending building envelope repairs.

Marco Van Es, grounds care and landscaping. Marco oversees keeping the grounds well cared for and many other tasks that contribute to the overall health of our gardens

Thank you to the many owners who pitch in to help with cleaning our clubhouse, deadheading flowers, putting up Xmas lights and in general looking out for their neighbours. We appreciate you.

Accomplishments

- The fence!! It's completed.
- Deck repairs on the south side are ongoing with one deck requiring complete replacement. Painting of these decks will begin as soon as the weather is favourable.

Upcoming

Building repairs and maintenance are ongoing.

In 2026 there is a major planned capital cost for painting building exteriors and privacy fences which will require a hefty special levy for owners.

Welcome to new owners:

Ron Pawlowski and Betty Dacko Unit 27

Pat & Rhonda Cedar Unit 24

Randy & Kathy Robinson Unit 2

2025 Buildings Expenses Budget

2024 was a typical year with various maintenance projects completed.

Last year's special project was the replacement of the privacy screens on the raised wood decks along the south buildings. This work will continue in 2025.

An emergency replacement of one rotted deck was also completed. One other deck has already been replaced. The rest of the decks are aging and will be scheduled for replacement one at a time per year starting in 4 to 5 years and depending on their condition.

This year's special project will be the repair of wood siding and coroner boards of our chimneys. Painting of rust on some of our chimney caps will also be completed.

As mentioned in our administrative expenses, we will be engaging a consultant to inspect our buildings, determine a scope of work for the 2026 painting program of the buildings and prepare tender packages for pricing of that scope of work. The painting solution will be presented at the 2026 AGM for approval by ¾ vote.

The balance of the Buildings Expenses will be business as usual replacing rotten boards, replacing broken windows, and other annual and general maintenance items.

Grounds Report for March

A 40 ft tall western hemlock near unit #28 will be removed in April by Bartlett Tree Services. This is a pro-active measure to avoid any future damage or injury from a likely blow-down during high winds. This tree is virtually identical in size and soil base to two other hemlocks that have blown down in the same area over the last 5 months.

A walk-around was recently done by MvE and two Deca Horticultural members to confirm our maintenance plan which will include some specific pruning and transplanting of shrubs. Winter clean-up and season-appropriate pruning is in progress as our three-year service contract continues.

April and May will see Bartlett Tree Services fertilize 9 maple trees and spray 11 dogwood trees for powdery mildew disease.

Operating Budget 2025 - (1Apr25 - 31Mar26)

Oceanwood LMS 2407

Inflation/CPI - Bank of Canada - 1.9% January 2025

Approved MJ.DD 19Feb25

	Income		Budget'24	Projected'24	Budget'25	Increase
	Strata Fees (includes contributions to CRF)		**$186,500**	**$186,500**	**$196,198**	**5.2%**
	Interest		$0	$700	$300	
	Total Income		**$186,500**	**$187,200**	**$196,498**	
	Administrative Expenses					
5102	Audit (RESA)		$300	$315	$300	
53500	CHOA		$200	$171	$200	
540	Insurance (Schill Insurance, 12 month term)		$44,000	$37,387	$41,000	
542	Insurance Appraisal (Due Jan23, Update 2024, Update 2025, Due 2026)		$100	$0	$100	
550	Management ($1,112.63/mo. + tax), adjusted for inflation		$13,700	$13,744	$14,100	
565	WCB Coverage (required for non-registered trades)		$100	$0	$100	
580	Legal		$1,500	$0	$1,500	
580510	Consultant (50% Depre. Report 2026 + 50% Electric Plan Report + Paint Consultan		$2,200	$0	$10,500	
585	Council Administration		$400	$0	$400	
586	Duplicating and Postage		$600	$500	$600	
	Total Administrative Expenses		**$63,100**	**$52,117**	**$68,800**	
	Building Expenses					
606	Special Projects		$6,000.00	$0.00	$100.00	
625	Extermination (Terminix $88.02/mo.), ^4%, new $92/mo.		$1,600	$1,125	$1,600	
6265	Entrance Gate (gate maintenance)		$2,500	$252	$700	
627	General Maintenance (sealant/caulking and repair decaying boards)		$6,000	$3,924	$4,000	
632	Door Repairs (adjust doors, weatherstrip, astragal(s))		$2,300	$588	$2,300	
640015	Exterior Painting (paint supplies, garage and kitchen sills unit 5 plus misc.)		$1,800	$876	$1,800	
645	Repairs (arbour posts, sealants/caulking)		$4,800	$0	$4,800	
6601	Dryer Vent Cleaning (annual)		$700	$651	$700	
661	Enterphone (Shaw Phone $45.87/mo.)		$600	$550	$600	
666	Gutter Repairs		$600	$423	$600	
669	Gutter Cleaning (2) times = May & November + partial cleaning exterior gutters)		$4,000	$3,665	$6,000	
671	Deck Repairs (paint privacy secrens (4) locations, misc deck repairs)		$2,400	$1,332	$7,000	
675	Window Cleaning (wash, annual - May)		$1,600	$1,367	$1,600	
676	Window Replacement (includes glass and seals)		$3,500	$2,862	$3,500	
6831	**Roof Maintenance** (moss control (even yr), roof granules, chimney caps,		$9,300	$2,594	$11,000	
	Total Building Expenses		**$47,700**	**$20,208**	**$46,300**	
	Grounds Expenses					
710	Electricity (grounds)		$1,000	$1,035	$1,100	
718	Retaining Walls (correct + straighten near home 19, 20 + replace bollard home 18)		$0	$0	$3,000	
724	Fence Repairs (paint front metal fence, ongoing cedar fence repairs)		$1,500	$31	$1,500	
725	Gardening (Deca - JanXX - DecXX, $3,114.04/mo. includes GST)		$37,000	$36,105	$37,500	
7321	Landscape Improvements		$4,000	$6,087	$3,500	
733	Tree & Hedge Pruning (includes fertilizing maple trees)		$2,500	$378	$3,000	
770	Sewer Maintenance (service storms drains and perimeter drains)		$1,500	$2,028	$4,000	
775	Storm Drains & Weeping Tile (last 2020 $2500, estimate per Trust It Plumbing)		$3,000	$86	$0	
780	Snow Removal (parking + roadways)		$3,000	$0	$3,000	
785	Fire Hydrant (annual inspection)		$500	$0	$500	
7885	Concrete/Asphalt Repairs (power wash)		$1,500	$2,480	$2,500	
795	Irrigation (system on/off winterize)		$1,500	$2,009	$1,500	
	Total Grounds Expenses		**$57,000**	**$50,239**	**$61,100**	
	Recreation Facility Expenses					
825	Electricity (clubhouse)		$900	$360	$900	
831	Heating Fuel/Gas		$600	$396	$600	
840	Maintenance (fire safety inspection of clubhouse)		$500	$231	$500	
	Total Recreation Facility Expenses		**$2,000**	**$987**	**$2,000**	
	Total Expenses		**$169,800**	**$123,550**	**$178,200**	
	***Contingency Reserve Fund (CRF) Contribution**	10.0%	**$17,000**	**$17,000**	**$17,820**	
	Total Strata Expenses (Operating Fund + CRF)		**$186,800**	**$140,550**	**$196,498**	
	Surplus (projected to 31Mar25)			**$46,650**		

***(minimum contribution of 10% satisfies new Strata Property Act legislation, November 2023)**

MINUTES - Strata Council Meeting Held Following the Annual General Meeting– LMS 2407 – "Oceanwood"

DATE – March 11, 2025, Meeting held at Oceanwood Clubhouse

MEETING COMMENCED: 8:35 pm

Council Present: Members Listed - AGM Minutes March 11, 2025

Strata Agent: **Century 21 Prudential Estates (RMD) Ltd.** *Thank you!*

Questions?	Strata Fees	**Marites @ 604.273.1745**
	Administration	**Angie @ 604.273.1745**
	Strata Agent	**Dave @ 778.689.6200**
Email Dave: subject	**strata2407**	**dave_d@century21pel.com**

1. BUSINESS OPERATING PROCEDURES 2025 / 2026

Resolution 1.

Majority vote of strata council to direct its strata agent to borrow from the contingency reserve fund (when required), to fund budget operating expenses throughout this fiscal year.

Introduction:

The strata corporation from time to time throughout the fiscal year may experience cash shortages in their operating account that restricts them from paying for items approved in the current budget. The strata corporation does not want to incur late charges in paying these invoices due to operating cash shortages. The strata council by way of this council decision directs their strata agent to borrow from the strata's contingency reserve fund to pay these budgeted operating expenses. The strata property act under section 95(4) and its related regulations stipulates that this borrowing be disclosed to the owners and that the loan be repaid within the fiscal year.

THEREFORE, BE IT RESOLVED

As a Majority Vote of the Council of owners of Strata Plan LMS 2407 (the "Strata Corporation") at this Strata Council meeting conducted this date, 'the Strata Agent' is directed (for the current year) to borrow from the Contingency Reserve Fund to fund budgeted operating expenses when the operating fund cash flow is insufficient to pay these expenses. The Strata Agent is directed to disclose this on the Strata Corporation's monthly financial statements and to minute borrowed sums at the next meeting of the Strata council.

End of Resolution

Motion moved and seconded, **Accepted**

Resolution 2.

Majority vote of strata council to direct the strata agent to obtain annual updates for the insurance appraisal.

Introduction:

The strata corporation is required under the strata property act to maintain insurance on the basis of full replacement value. Insurers require that a strata corporation have an up to date appraisal before they will insure on the basis of full replacement value. The agency agreement with Century 21 Prudential Estates (RMD) Ltd. states that the agent will upon direction of council secure annual updates to the insurance appraisal. The strata corporation through this council resolution directs its agent to obtain annual updates of the insurance appraisal on behalf of the strata corporation so it may satisfy this requirement of the strata property act and its strata agency agreement with Century 21 Prudential Estates (RMD) Ltd.

THEREFORE, BE IT RESOLVED

As a majority vote of the strata council of Strata Plan LMS 2407 (the "strata corporation") at this Strata Council meeting conducted this date, the strata agent is hereby directed to obtain an insurance appraisal update and to charge the expense to the operating fund of the strata corporation.

End of Resolution

Motion moved and seconded, **Accepted**

Resolution 3

Majority vote of strata council to direct its strata agent to facilitate emergency repairs to common assets, common property, limited common property and strata lots.

Introduction:

Whereas the strata corporation is required under the *Strata Property Act* to repair and maintain common property, common assets and in some circumstances limited common property and strata lots.
And Whereas the council has an obligation to act in a manner that is in the best interests of all owners.
And Whereas the strata corporation has an agreement With Century 21 Prudential Estates (RMD) Ltd. ("Strata Agent") to send out emergency repair personnel.

THEREFORE, BE IT RESOLVED

As a Majority Vote of the Council of owners of Strata Plan LMS 2407 (the "Strata Corporation") at this Strata Council meeting conducted this date that, in order to protect the well-being of the complex, the Strata Agent is hereby directed to address emergencies within the complex by having appropriate emergency repair personnel respond and have emergency repairs performed at the cost of the Strata Corporation, whether the repairs are to a common asset, common property, limited common property or a strata lot, or a combination thereof. Taking this approach means that the Strata Corporation may, from time to time, be paying for certain repairs that could ultimately be determined to be legally the responsibility of an owner, and the Strata Corporation may take steps to collect these costs from an owner at a later date.

End of Resolution

Motion moved and seconded, **Accepted**

2. **NEXT COUNCIL MEETING: Tuesday, June 11, 2024 at 1:00 pm (Clubhouse Location)**

3. **MEETING ADJOURNED:** 9:10 pm.

Minutes Prepared By,
Dave Distelmeyer, Strata Property Agent
Century 21 Prudential Estates (RMD) Ltd.
On behalf of the Owners - **Strata Plan LMS 2407 – "Oceanwood"**

Century 21 Emergency Service 24/7/365 Telephone 604.273.1745

CENTURY 21®
Prudential Estates (RMD) Ltd.

Office Location:
7320 Westminster Highway, Richmond, BC, V6X 1A1
Tel: 604-278-2121 (Office & 24/7 Emergency)
Fax: 604-273-9021
Website: www.century21pel.com

Prospective strata lot purchasers may request Minutes for the past two (2) years. Please retain these Minutes in order that a prospective purchaser may read the information. Service rates apply for the preparation of additional Minutes.

Minutes of Council Meeting - LMS 2407 - Oceanwood
Tuesday, January 14, 2025
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

Quick Reference Guide:
Email Requests - Please Include Subject Line - Oceanwood
For Quick Assistance - Call Dave C21 - 778.689.6200 (weekdays 915am - 5pm)
Duty Service Manager - C21 - 604.278.2121 (24/7)
Strata Administration - Angie - angie@c21pel.com - 604.273.1745
Strata Fees - Marites - marites@c21pel.com - 604.273.1745

COUNCIL IN ATTENDANCE:

1. Jane Roher (JR)	President
2. Ralph Kallberg (RK)	Vice President
3. Mary Jane Kennedy (MJK)	Treasurer
4. Sharon Deveau (SD)	Secretary
5. Marc Van Es (MVE)	Grounds Liaison
6. Mark Ouellette (MO)	Buildings Liaison

AGENT IN ATTENDANCE:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

1. **CALL TO ORDER**
The Strata Council meeting was called to order at 2:07 p.m.

2. APPROVAL OF THE PREVIOUS COUNCIL – November 12, 2024
Motion, Moved and Seconded to approve the November 12, 2024 council minutes.
Accepted Unanimously

3. ACTIVE BUSINESS
3.1 Buildings Report (MO) - Privacy screen installations are scheduled for various strata lots, 4, 6, 7 and 9 on Jan 29, 2025. Handyman services commence again during the more clement weather, during the next couple of months.

3.2 Grounds Report (MVE)
1. The tree that fell near strata lot 28 on Dec 15, 24 caused fence damage to the property line fence. No other common or personal property was affected. Royal Wood Tree Services removed the fallen tree and the damaged fence has been repaired by Premium Fence Company.
2. The gardening service company (Deca Horticultural) is now contracted for an additional three (3) years service agreement. The Deca contract now concludes Mar 31, 2028. The annual gardening service fees increase on the anniversary month of identified service years.
3. Deca grounds services resumed on Jan 9, 2025. Weekly service days are Thursday of each week. There is a chance that the weekly service may be shifted in future, to Friday of each week.

4. STRATA AGENT'S REPORT

4.1. Members reviewed and agreed to the fiscal 2025 operating budget that features 5.2% strata fee increase to satisfy operating expense requirements, and the required CRF contributions (in accordance with the Strata Property Act).

4.2. - Strata Agent DD presented a USB drive that serves as a backup device for all declared 'strata lot alterations' to the date of this Meeting. The USB drive will be housed in the clubhouse for availability purposes when the Strata Council wishes to review the declared 'strata lot alterations'.

5. CORRESPONDENCE/ALTERATIONS

Alterations Reviewed and Approved at Council Meetings

5.1 Alterations Request - the Owner SL 3 concerning sediment and debris in the storm ground drain near SL 3 and SL 4. Various Council Members have noted the debris and sediment in the storm drains. The grounds service company Deca Horticultural has been requested to clear the matter from the storm drain in the near future. Consideration will be discussed for a burlap filter cover or filter screen to be placed as a filter cover over the grate of the storm drain.

Alterations Documents - Available from Angie at C21 - angie@c21pel.com - 604.273.1745.

6. FINANCIAL REPORT to December 31, 2024 The Business Year End is March 31, 2025

6.1 Financial Statements - confirmed as received for the past fiscal period.

6.2 Surplus > Operating Budget = $**31,888.96**

6.3 Bank Trust Account/Chequing Account = $10,621.47

6.4 Contingency Reserve Fund (CRF) = 138,507.75

6.5 Strata Fees - Please periodically review your 'bank statements' to be certain that monthly strata fees are paid on the first (1st) day of each and every month. Questions? Marites 604.273.1745 <marites@c21pel.com>

7. NEW BUSINESS

7.1 Council Member (MVS) confirmed that finances to realign the concrete block retaining wall are identified in the 2025 operating budget. The construction service work will be scheduled for spring 2025 - summer 2025.

7.2 Strata Secretary (SD) was thanked for her time commitment to contact Owners and to update the Owner/Resident 'contact information list'. The Owner information list is vital for the Strata Council to contact Owners in the event of an urgent circumstance.

Do you have additional updates for the 'contact list'? Contact Angie - angie@c21pel.com - 604.273.1745. For quick/immediate assistance call Dave 778.689.6200 - weekdays 915a - 5p. Dave will record information for you, while on the phone.

8. NEXT SCHEDULED MEETING

The next Strata Council Meeting is the Annual General Meeting (AGM) – Tuesday, March 14, 2025 at 7:00pm at Clubhouse Location.

9. MEETING ADJOURNMENT

The meeting was adjourned at 4:02 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

Eligible Age for Insured Volunteers - Please be safe. The eligible age for volunteer activity insurance coverage is as quoted, 'Individuals who are under the age of Eighty (80) who are engaged in volunteer activities of the Insured/Policyholder'. Your safety is paramount. Please exercise wise judgement.

Strata Fees - Please periodically review your 'bank statement(s)' to ensure that strata fees are consistently paid on the first (1st) day of each month. Questions about strata accounts? Strata Fee Coordinator = Marites 604.273.1745 / marites@c21pel.com.

Repairing Window Seals - Failed window seal repairs are performed as a 'bundled service' when a group of windows are identified. The service is usually performed in the spring and the fall timeframe. To ensure that your window repair is known and planned for service please call Dave C21 778.689.6200 - weekdays 915am - 5pm. Please include these 'keywords' in any email - Oceanwood Glass.

Maintaining Strata Lot Alterations Including New Ducts/Vents - The Strata Lot Owner is obliged to care for and to maintain all furnace and heat pump junction points IE. lines, pipes, and exhaust ducts that pass through the building envelope and/or roof membrane.

Depreciation Report (DR) - Prepared By 'Absolute Building Science Strata Engineering Inc. - 12Oct2021' - The document is a financial planning guide that was prepared by third party consultants/professionals. The DR identifies future 'capital expense projects' that the registered Owner(s) will be required to finance/fund by way of a possible 'special levy'. Please read the DR to understand the project costs. The Strata Council reviews the 'project items' at Strata Council Meetings in order that fiscal planning is considered, and capital expense projects are well planned.

Fall Advisory - Winterize Outside Faucets - Avert frozen pipes and faucets that burst and cause water leaks. Please all remove your exterior garden hose. Please drain the water line that leads to outside faucets. Please also consider 'covering' your outside faucet with a 'styrofoam insulation cover' to provide additional insulation to the outside faucet and pipes that lead to that faucet.

Maintenance Services - Routine maintenance including seasonal services are reviewed by Council Members at each Meeting. Strata Council Minutes often feature a schedule/notice for strata maintenance. Notices are also 'posted' on the Notice Board at the clubhouse entrance.
Questions? Call Dave (directly) 778.689.6200 (weekdays 915am - 5pm).

Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

CENTURY 21
Prudential Estates (RMD) Ltd.

Office Location:
7320 Westminster Highway, Richmond, BC, V6X 1A1
Tel: 604-278-2121 (Office & 24/7 Emergency)
Fax: 604-273-9021
Website: www.century21pel.com

Questions?
Administration/Forms **Angie Koh – angie@c21pel.com**
Strata Fees **Marites Villamayor – marites@c21pel.com**
Service Department: **Mark Dela Cruz – mark@c21pel.com**
Strata Agent **Dave Distelmeyer@ 778.689.6200 - dave@c21pel.com**
Email Dave > subject line >> Oceanwood > strata2407

24-HOUR EMERGENCY: After hours, residents are requested to contact CENTURY 21 Prudential Estates (RMD) Ltd. by calling 604-278-2121 for emergencies only. If there are any non-emergencies or building related problems, please call during normal working hours (Monday to Friday 9:00 a.m. to 5:00 p.m.).

The Strata Property Act and the Privacy Act legislate information disclosure.
The management company will disclose strata lot information exclusively to the Strata Lot Owner or the Owner's Agent (written authorization required). Real Estates Agents/Appraisers please read Minutes.
Prospective strata lot purchasers may request twenty-four (24) months of strata Minutes. Please retain Minutes for presentation to prospective purchaser(s).

Minutes of Council Meeting - LMS 2407 - Oceanwood
Tuesday, November 12, 2024
Meeting Location – Clubhouse Location, Strata Property, Surrey, BC

Quick Reference Guide:
Email Requests - Please Include Subject Line - Oceanwood
For Quick Assistance - Call Dave C21 - 778.689.6200 (weekdays 915am - 5pm)
Duty Service Manager - C21 - 604.278.2121 (24/7)
Strata Administration - Angie - angie@c21pel.com - 604.273.1745
Strata Fees - Marites - marites@c21pel.com - 604.273.1745

COUNCIL IN ATTENDANCE:

1.	Jane Roher (JR)	President
2.	Ralph Kallberg (RK)	Vice President
3.	Mary Jane Kennedy (MJK)	Treasurer - (Meeting Attendance Via Conference Call)
4.	Marc Van Es (MVE)	Grounds Liaison
5.	Mark Ouellette (MO)	Buildings Liaison

COUNCIL MEMBER NOT AVAILABLE:

6.	Sharon Deveau (SD)	Secretary

AGENT IN ATTENDANCE:
Dave Distelmeyer, Strata Agent (DD) Century 21 Prudential Estates (RMD) Ltd.

1. **CALL TO ORDER**
The Strata Council meeting was called to order at 2:04 p.m.

2. APPROVAL OF THE PREVIOUS COUNCIL – September 27, 2024
Motion, Moved and Seconded to approve the September 27, 2024 council minutes.
Accepted Unanimously

3. ACTIVE BUSINESS
3.1 Buildings Report (MO) - DD reported the failed window seal repairs were completed for home 3, home 14, home 17, and home 30, by Lundline Glass. Fall gutter cleaning is scheduled for Wednesday, December 4, 2024 (weather permitting). Various building maintenance items are at a conclusion due to seasonal weather. Handyman services will commence again for planned maintenance in the spring 2025 time frame.

3.2 Grounds Report (MVE)

1.Council considered the extensive work recently done to clear the perimeter storm drains around units 1, 2 and 3 and determined that doing a bit more work would be prudent. We understood that there was one area where the drainage flow was questionable and this area has now been cleared successfully by Mamba Drainage Services, with MVE and MO in attendance.

2.Our irrigation system has now been winterized by Kore Irrigation.

3. A 40 ft tall evergreen tree fell onto the sidewalk on 140th St. during our last storm but did not cause injury or damage. A call was made to the City and they agreed to remove it.

4.Deca has now changed their service to winter clean-up mode with emphasis on leaf litter clearing, cleaning of all planted areas and winter fertilization of the lawns.

4. STRATA AGENT'S REPORT

4.1 Planning Operating Budget Fiscal 2025 (1Apr2024 - 31Mar2026) - Strata Agent DD advised that the 'draft operating budget' will be posted 'online' for Council Members to 'view/update/modify' for strata fee planning purposes.

4.2 Administrative Items - Pest Control Services - Numerous service disruptions by Terminix Pest Control result in three (3) monthly services credits that were negotiated by MVS. DD was requested to confirm with C21 bookkeeping that no payments for three (3) service months Oct3024 – Nov2024 – Dec2024 are to be paid. MVS requested that a copy of the service contract is available to review.

4.3 Filing Alterations Documents for Each Strata Lot - MVS suggested the merit for all 'alterations documents on file' to be available on location at Oceanwood. It was agreed that all digitized alterations files will be loaded onto a 'USB Drive' by C21 Administration for presentation to the Strata Council. It was also discussed that Council Members will be sent a sample copy of the 'Form B' document that summarizes information about the strata lot relative to the Strata Corporation.

5. CORRESPONDENCE/ALTERATIONS

Alterations Reviewed and Approved at Council Meetings

5.1 Alterations Request - Bathroom Tub Replacement (SL 22) - Approved by Council Members. Please request contractor(s) to dispose construction debris in a responsible manner.

6. FINANCIAL REPORT to September 30, 2024 The Business Year End is March 31, 2025

6.1 Financial Statements - confirmed as received for the past fiscal period.

6.3 Surplus > Operating Budget = $20,449.92

6.4 Bank Trust Account/Chequing Account = $1,835.69

6.5 Contingency Reserve Fund (CRF) = $143,749.79 - $12,000.00 (insurance loan from CRF) = $131,749.79

6.6 Strata Fees - Please periodically review your 'bank statements' to be certain that monthly strata fees are paid on the first (1st) day of each and every month. Questions? Marites 604.273.1745 <marites@c21pel.com>

6.7 Gardening Budget Fiscal 2025 - MVE advised that discussions are underway to sign Deca Horticultural to a new gardening contract service term. It was confirmed that the current monthly gardening service payments amount to twelve (12) equal monthly payments of $3,008.78 per month.

7. NEW BUSINESS

7.1 Planning Realignment of The Garden Retaining Wall - MVS presented a photo of an exterior retaining wall that has significantly 'settled' over the years. It was agreed that MVS would consult

service trades to offer pricing for the realignment of the concrete block retaining wall. The end result is the realigned wall will enhance the appearance and inherent value of the grounds at Oceanwood.

7.2 Progress on Resident/Owner Contact List - Members agreed the importance for current contact information to be available for urgent purposes. It was discussed that JR (President) would review progress updates with SD (Secretary) to ensure that 'emergency contact information' is available for The Strata Council and Century 21 to contact Owners/Residents at time of urgent need.

8. NEXT SCHEDULED MEETING

The next council meeting will be held on Tuesday, January 14, 2025 @ 2pm - Clubhouse Location.

9. MEETING ADJOURNMENT

The meeting was adjourned at 4:05 pm.

Footnotes

Life Safety Measures - Smoke Alarms - Owners are responsible to maintain individual in-home smoke alarms. Smoke/fire alarms should be checked, tested, and cleaned monthly according to the manufacturer's instructions. The fire service equipment has a ten (10) year service life. Please read manufacturer's specifications for guidance to replace the smoke/fire alarms in your home.

Eligible Age for Insured Volunteers - Please be safe. The eligible age for volunteer activity insurance coverage is as quoted, 'Individuals who are under the age of Eighty (80) who are engaged in volunteer activities of the Insured/Policyholder'. Your safety is paramount. Please exercise wise judgement.

Strata Fees - Please periodically review your 'bank statement(s)' to ensure that strata fees are consistently paid on the first (1st) day of each month. Questions about strata accounts? Strata Fee Coordinator = Marites 604.273.1745 / marites@c21pel.com.

Repairing Window Seals - Failed window seal repairs are performed as a 'bundled service' when a group of windows are identified. The service is usually performed in the spring and the fall timeframe. To ensure that your window repair is known and planned for service please call Dave C21 778.689.6200 - weekdays 915am - 5pm. Please include these 'keywords' in any email - Oceanwood Glass.

Maintaining Strata Lot Alterations Including New Ducts/Vents - The Strata Lot Owner is obliged to care for and to maintain all furnace and heat pump junction points IE. lines, pipes, and exhaust ducts that pass through the building envelope and/or roof membrane.

Depreciation Report (DR) - Prepared By 'Absolute Building Science Strata Engineering Inc. - 12Oct2021' - The document is a financial planning guide that was prepared by third party consultants/professionals. The DR identifies future 'capital expense projects' that the registered Owner(s) will be required to finance/fund by way of a possible 'special levy'. Please read the DR to

understand the project costs. The Strata Council reviews the 'project items' at Strata Council Meetings in order that fiscal planning is considered, and capital expense projects are well planned.

Fall Advisory - Winterize Outside Faucets - Avert frozen pipes and faucets that burst and cause water leaks. Please all remove your exterior garden hose. Please drain the water line that leads to outside faucets. Please also consider 'covering' your outside faucet with a 'styrofoam insulation cover' to provide additional insulation to the outside faucet and pipes that lead to that faucet.

Maintenance Services - Routine maintenance including seasonal services are reviewed by Council Members at each Meeting. Strata Council Minutes often feature a schedule/notice for strata maintenance. Notices are also 'posted' on the Notice Board at the clubhouse entrance. Questions? Call Dave (directly) 778.689.6200 (weekdays 915am - 5pm).

Respectfully submitted,
Dave Distelmeyer, Strata Agent
On behalf of the Owners of Strata Plan LMS 2407 – Oceanwood

CENTURY 21®
Prudential Estates (RMD) Ltd.

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Questions?
Administration/Forms **Angie Koh – angie@c21pel.com**
Strata Fees **Marites Villamayor – marites@c21pel.com**
Service Department: **Mark Dela Cruz – mark@c21pel.com**
Strata Agent **Dave Distelmeyer@ 778.689.6200 - dave@c21pel.com**
Email Dave > subject line >> strata2407

24-HOUR EMERGENCY: After hours, residents are requested to contact CENTURY 21 Prudential Estates (RMD) Ltd. by calling 604-278-2121 for emergencies only. If there are any non-emergencies or building related problems, please call during normal working hours (Monday to Friday 9:00 a.m. to 5:00 p.m.).

The Strata Property Act and the Privacy Act legislate information disclosure.
The management company will disclose strata lot information exclusively to the Strata Lot Owner or the Owner's Agent (written authorization required). Real Estates Agents/Appraisers please read Minutes.
Prospective strata lot purchasers may request twenty-four (24) months of strata Minutes. Please retain Minutes for presentation to prospective purchaser(s).