

Cypress Ridge – Strata Plan LMS 4529

Council Meeting Minutes

Monday, November 5th, 2018

Location: Clubhouse

The Meeting was called to order at 7:02 pm

PRESENT

President/Social Committee: Keith D'Costa
Vice-President: Laura Mills
Treasurer: Jaideep Sethi
Secretary: Andrea Nikas
Maintenance: Gord Dale

REGRETS

Landscaping: Leslie Guha

Davin Management Ltd: Candice Egersperger

COUNCIL BUSINESS

As this is the first Council meeting following the Annual General Meeting, Council discussed Officer Positions for the 2018-2019 term. It was **Moved/Seconded/Carried** that all Council positions remain the same as last year.

ADOPTION OF PREVIOUS MEETING MINUTES

It was **Moved/Seconded/Carried (M/S/C)** to adopt the minutes from the previous Council meeting of August 20th, 2018 as circulated.

FINANCIAL REPORT

It was **M/S/C** to adopt the Financial Statements up to and including September, 2018 as prepared by Davin Management.

Accounts Receivable – Council reviewed the Accounts Receivable Report as of November 5th, 2018.

BUSINESS ARISING FROM PREVIOUS MINUTES

Rentals—Council reviewed the current rentals in the complex. It was noted that there are 4 units currently renting out their units. Form K's have been requested to those units who have not provided one to Davin Management. Form K's are required to be submitted within 10 days of the tenancy commencement date as per the Strata Property Act and the Bylaws. It has also come to Council's attention that an Owner may have installed a secondary suite in their unit, and Council would like to remind all Owners that **secondary suites are not allowed in multi-family complexes under the City of Surrey bylaws**. In addition, Owners are reminded that as per LMS 4529 Bylaws and Section 146 of the Strata Property Act, written permission prior to renting a Unit must be obtained from the Strata Council.

Insurance—Council has renewed the strata insurance for the 2018-2019 fiscal year with BFL Canada. Please see the attached copy for the Insurance summary.

Snow Removal—Council discussed this year's snow removal plan. It has yet to be determined who will be providing the snow removal services for the upcoming winter. Council will have something set in place for when it is needed.

NEW BUSINESS

Correspondence

Council reviewed correspondence received as follows:

- An email from an Owner with a complaint regarding a specific vehicle parking in Visitor's parking. Council will be monitoring the situation for now.
- An email from an Owner with a complaint regarding Owners neglecting to pick up after their pets. **Council would like to remind all Owners to please pick up after your pets.**

Council reviewed correspondence sent as follows:

- A letter sent to an Owner regarding Visitor Parking and correct storage of their garbage bins.
- A notice reminder sent to seven units regarding the rescheduling of the fire inspection for those suites that did not provided access on the scheduled date. Charges associated with this will be charged back to each individual unit.
- A letter sent to an Owner regarding an excessive noise bylaw violation.

Gutter Cleaning- The Gutter Cleaning has been booked for December 3rd, 4th and 7th. A Separate notice will be sent out to all Units with a reminder closer to the date.

TELUS Alarm Monitoring Line- TELUS has been contacted in regards to receiving a credit back for those months that the phone line was not working. Council is in the process of coming to a resolution with TELUS.

Cedar Trees—Council has reviewed a quote for the removal of the dead cedar trees and the planting of new cedar trees. Council will be contacting the landscaping company for further information before booking this.

There being no further business, the meeting was adjourned at 8:15 pm.

The next scheduled Council meeting will be scheduled for **January 14th, 2019 at 7:00pm** in the amenities building.

These minutes have been approved by Council.

Property Manager Info

Candice Egersperger
Strata Manager
Extension: 223
Cegersperger@davinltd.com



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Surrey, BC, V3R 0B5
P: 604-594-5643 F: 604-594-5071
www.davinltd.com

Cypress Ridge Website: Please note that Strata Corporation notices and minutes are posted to the Strata website at <http://mycypressridge.ca/> – LMS 4529 Bylaws are available on line as well.

How to Contact Strata Council – Please contact your Strata Council at cypressridge@gmail.com. Owners are welcome to attend and observe regular Council meetings that are held monthly, however please ensure to contact Davin Management a minimum of one week prior to the meeting so that Council will know to expect you.

Please keep these minutes with your strata lot records. You will need to provide them to your realtor when you sell your strata lot. There will be a charge for copies.



BFL CANADA Insurance Services Inc.
 1177 West Hastings Street, Suite 200
 Vancouver, British Columbia, V6E 2K3
 Tel.: 604-669-9600
 Fax: 604-663-9316
 Toll Free: 1-866-669-9602

SUMMARY OF COVERAGES

Named Insured	The Owners, Strata Plan LMS4529, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.
Project Name	CYPRESS RIDGE
Property Manager	Davin Management Ltd.
Policy Period	October 31, 2018 to October 31, 2019
Policy Number	BFL04LMS4529
Insured Location(s)	11860 River Road, Surrey, BC V3V 2V7

INSURING AGREEMENT	DEDUCTIBLE	POLICY LIMIT
PROPERTY (Appraisal Date: November 1, 2018)		
All Property, Blanket By-Laws.		\$19,277,000
175% Extended Replacement Cost		\$33,734,750
Property Extensions		\$5,000,000
Lock & Key	\$250	Included
Additional Living Expenses - \$50,000 Per Unit		Included
All Risks	\$2,500	
Sewer Backup	\$5,000	
Water Damage	\$5,000	
Earthquake (Annual Aggregate not to exceed \$ 33,734,750)	5%	
Flood (Annual Aggregate not to exceed \$ 33,734,750)	\$10,000	
Gross Rents, 100% Co-Insurance, Indemnity Period (Months) : N/A	N/A	Not Covered
CRIME		
Employee Dishonesty - Including Property Manager and Elected Officer Theft	Nil	\$1,000,000
Broad Form Money and Securities	Nil	\$1,000,000
COMMERCIAL GENERAL LIABILITY		
Bodily Injury & Property Damage	\$500	\$30,000,000
Non-Owned Automobile	\$500	\$30,000,000
Sudden and Accidental Pollution	\$5,000	\$1,000,000
CONDOMINIUM DIRECTORS & OFFICERS LIABILITY		
Claims Made Form - Including Property Manager	Nil	\$20,000,000
Privacy Event Expenses	Nil	\$50,000
Cyber Liability	Nil	\$50,000
BLANKET GLASS: Includes Lobby Glass		
Residential	\$100	Blanket
Commercial	\$250	
Canopy	\$1,000	
EQUIPMENT BREAKDOWN		
Standard Comprehensive Form including Production Machines and Electronic Equipment	\$1,000	\$19,277,000
- Deductible Waiver Endorsement with respect to losses exceeding \$25,000		
Extra Expense - 100% available in first month	24 Hour Waiting Period	\$1,000,000
- Additional Living Expenses Endorsement - Per Unit		\$25,000
Loss of Profits - Rents, Indemnity Period (Months): N/A	N/A	Not Covered
ENVIRONMENTAL LIABILITY		
Each Incident Limit - Insuring Agreements A-G	\$10,000	\$1,000,000
Business Interruption - Insuring Agreement H	5 Days	\$250,000
Policy Aggregate		\$5,000,000
VOLUNTEER ACCIDENT		
Maximum Limit of Loss	See Policy Wordings	\$1,000,000
LEGAL EXPENSES		
Each Event	Nil	\$1,000,000
Annual Aggregate.		\$5,000,000
TERRORISM		
Per Occurrence.	\$1,000	\$350,000
Annual Aggregate		\$350,000
LOSS PAYABLE		
All Registered Unit Owners, &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property.		

This record sheet is intended for reference only. Please refer to your polic(les) for complete details.



BFL CANADA is proud to announce our new online home insurance website, www.leoinsurance.ca.
 Get a fast online quote and purchase home insurance in minutes. Visit leoinsurance.ca