

COUNCIL MEETING MINUTES

WEDNESDAY, DECEMBER 19, 2012

LOCATION:

9:00 a.m. – Clubhouse
3500 144th Street
Surrey, B. C.

STRATA COUNCIL 2012

CHAIR

Harry Harris - #71
604-538-3599

VICE CHAIR/SECRETARY

Doris Cummings - #48
604-541-3063

TREASURER

Barry Cashmore - #53
604-541-3963

LANDSCAPING

Bev Nicholas - #49
604-535-7312

MAINTENANCE

Roy Gattinger - #79
604-541-6363

IRRIGATION

Bill Cheb - #93
604-538-4992

SECURITY

Veronica Porter - #89
604-531-0555

STRATA MANAGER

Gerry Blanchard
E-Mail: gerry@crpm.ca

CROSSROADS MANAGEMENT LTD.

1011, 7445 132ND STREET,
SURREY, B.C. V3W 1J8
Phone: (778) 578-4445
Fax: (778) 578-4447

EMERGENCY CONTACT

24 HOUR SERVICE
(778) 578-4445

Owners are encouraged to save copies of the minutes as prospective purchasers will usually request two years worth of minutes before buying. CrossRoads charges .25 per page for copying.

ATTENDANCE:

Doris Cummings
Harry Harris
Barry Cashmore
Roy Gattinger
Bev Nicholas
Bill Cheb

Gerry Blanchard, Strata Manager

Regrets:

Veronica Porter

(1) CALL TO ORDER

The Council Meeting was called to order at 9:00 a.m. by Doris Cummings, Vice-Chair, a quorum being present.

CARRIED

(2) FINANCIAL REPORT

2.1 INSURANCE RENEWAL

Council welcomed Owner Don Jones and Marjorie Andersen of Costal/HUB to the meeting to discuss the Strata's insurance needs. It was MOVED/SECONDED to renew the insurance policy with Coastal/Hub commencing December 31, 2012 for an annual premium of \$43,163.00. CARRIED

For the information of owners, two important documents are attached to these minutes:

1. "Insurance and Damage Claims" (who is responsible and when).
2. "Important Questions to Ask your Insurance Broker with Respect to Your Condo Unit Owner Policy".

2.2 2013 PROPOSED OPERATING BUDGET

It was MOVED/SECONDED to present to the Ownership at the AGM a proposed budget reflecting a 10% increase in strata fees.

(3) REPAIRS & MAINTENANCE

EXTERIOR PAINTING – The painting of the exterior is planned for 2013. Five painting contractors submitted quotes ranging from \$87,000 to \$148,000.

It was MOVED/SECONDED to contract with New City Contracting, subject to Owner's approval of the funding at the AGM, for a cost of up to \$100,000.00.

CARRIED

(4) ANNUAL GENERAL MEETING

The AGM will take place at 7:00 p.m., February 20, 2013, in the Clubhouse.

(5) ADJOURNMENT

As there was no more business to complete, the meeting was adjourned at 10:27 a.m.

The next Strata Council meeting will take place at 9:00 a.m., Tuesday, January 22, 2013, in the Clubhouse.

Gerry Blanchard,
Strata Manager.



CrossRoads Management Ltd.

INSURANCE AND DAMAGE CLAIMS (Who is Responsible and When)

Unfortunately, damage occurs in strata for a variety of reasons. Although it may appear simple to figure out who is responsible and has to pay; the world of insurance and deductibles, legislation and liability is not.

First off, the Strata Corporation only insures the items that were originally installed by the developer and sold to the first owner. Strata **does not** insure contents, lost revenue (from rent or home business), or betterments. Betterments are upgrades to original fixtures (i.e. changing carpet to laminate floors). If these items are damaged, the owner should contact their insurer immediately. If an item was replaced like for like (i.e. shag carpet from the 70's with more modern carpet) this is not a betterment as long as the product used is similar quality and type.

There are two components to any emergency damage claim: Emergency Response, & Repairs. It is important that you have an understanding of this to understand the rest of this document, so we have defined them below. Emergency Response: Includes all work and invoices involved in finding the cause of the damage and stopping it. This also includes the equipment used during a flood to dry the area affected. Additionally, the cost of the initial removal of damaged drywall, floors, cabinets, etc that are deemed to be a safety hazard.

Repairs: For the purpose of this document pertains to the reconstruction/patching of the damage property insured by the Strata Corporation. This is where the unit is returned to its original state.

To further complicate the issue there is a difference between the responsibility to repair and maintain (physically fix it), and who is to pay.

The Strata Corporation is always responsible for the work during the Emergency Response, but not necessarily for the cost. If the damage occurred due to an act of negligence or non-action by an owner, the owner will be held responsible for the cost. This will occur in the form of a chargeback against the owners account with the Strata.

There is a test to determine who is responsible to pay for the Repairs. If the Emergency Response costs combined with the Repair costs exceed the Strata Corporations deductible the Strata Corporation is responsible for all the costs of the Repair, barring negligence or non-action by an owner. In this case the maximum the strata can charge back is the deductible for the strata's insurance. If the combined costs do not exceed the deductible then the Repairs are the responsibility of the affected owner. The owner will need to contact their insurance and initiate a claim. It will then be up to their insurer to complete and pay for the repairs and to subrogate (charge back) the owner who caused the damage. If this is the case, the strata has done the Emergency Response and has no further obligation to the owner. The Strata will however communicate with your insurance adjuster as to the details of the emergency response and contact information for the owner who caused the damage.

However, if the damage originates from the common property of the Strata Corporation and not another owner, the above is still true. In this case it would be up to the owners insurance to subrogate against the strata.

WHAT TO DO IN THE EVENT OF A LOSS

If you do not have insurance or chose not to enact your insurance there is very little you can do. You will most likely find yourself paying for the loss or damage, and trying to work with the other involved parties to reclaim the amounts. We highly recommend that you get condo insurance.

If you have suffered a loss or damage that may be covered by your insurance policy, please contact your Insurer. As each insurer is different, please contact your provider for details on how to submit a claim.

Please review the following important information that will assist in the handling of your claim:

- When a loss occurs your first duty is to take all immediate steps necessary to ensure no further damage occurs and proceed in a manner as if no insurance existed as far as preventing further damage is concerned. This would include calling the strata's emergency number or 911 if necessary.
- Organize the details of the loss for reporting – time, date, location, type of loss, witnesses (if any) and phone numbers of the people to contact on site.
- Call your insurer to be sure that the loss is covered by your policy and to confirm your deductible. They will record the details for you and give you directions on what to do next.
- DO NOT start any repairs of the resultant damage until you have directions on how to proceed. If you do start repairs without prior approval the insurer could deny your claim. The insurer has a legal right to view the damage before the repairs are started.
- If the damage happens to be caused by toilet tank rupture, be sure and save the tank. There is a possibility that it may be one of the many faulty tanks that were manufactured and your Insurer may be able to recover for you – including your deductible.

If someone suffers a bodily injury or damage to their own property, this may become a third party liability claim. Please report the details of the incident to us immediately, even if you do not think that you are in any way responsible. Do not accept any responsibility to the claimant – that is for the Adjuster or the Courts to decide. If you receive a writ claiming damages or compensation, please contact your insurer immediately.

IMPORTANT QUESTIONS TO ASK YOUR INSURANCE BROKER WITH RESPECT TO YOUR CONDO UNIT OWNERS POLICY:

1. If the strata suffers a loss that originates from your unit, what amount of coverage is provided to you in the event you are charged back the strata policy's deductible?

** You will need to know your strata policy deductibles to ensure that the coverage your condo unit owners policy provides is sufficient. If it is not, you may have the option to purchase a higher limit. **

2. If there is damage to your unit (damage to your floors, ceilings, walls, NOT Improvements & Betterments or Contents), but the damage is under the strata's deductible, what amount of coverage is provided to you to repair this damage? This coverage is usually called "Unit Additional Protection".

PLEASE MAKE SURE YOU HAVE THESE COVERAGES – IT'S FOR
YOUR OWN PROTECTION

Hub International Coastal Insurance Brokers
PORT MOODY: Tel: 934-1700 Fax: 934-1734