

Cypress Ridge – Strata Plan LMS 4529

Annual General Meeting Minutes

Tuesday, November 25th, 2025 - Clubhouse

CALL TO ORDER

The meeting was called to order at 7:05 PM.

There were 8 owners present in person and 15 proxies presented at the time of call to order, for a total vote count of 23.

CERTIFY PROXIES

The fifteen proxies presented were deemed valid.

FILE PROOF OF NOTICE

The notice of the Annual General Meeting dated November 5, 2025 was accepted as being proper notice. **MOVED and SECONDED – MOTION CARRIED**

ADOPTION OF THE PREVIOUS AGM MINUTES

It was **MOVED** and **SECONDED** to adopt the minutes of the previous Annual General Meeting held January 16, 2025. The vote was called - **MOTION CARRIED**

ADOPTION OF THE AGENDA

It was **MOVED** and **SECONDED** to approve the agenda. **MOTION CARRIED**

INSURANCE REPORT – IMPORTANT INFORMATION

The Strata Agent reviewed the insurance summary of coverages that was enclosed with the notice package. The insurance policy was renewed with HUB International on October 31st and is effective for one year.

A reminder that individual owners are responsible for obtaining insurance coverage for the contents of their units which should contain coverage for “Strata Deductible Insurance” for insurance claim deductibles, as well as any improvements owners have made to their strata lot beyond those that would have been provided by the developer when the base unit was purchased.

ADOPTION OF THE PROPOSED BUDGET

It was **MOVED** and **SECONDED** to adopt the proposed budget 2025-2026. **23 IN FAVOUR – 0 NOT IN FAVOUR – 0 ABSTENTION – MOTION CARRIED**

NEW BUSINESS

The president reported that over the past year, council addressed a wide range of issues, including: gutter end caps and downspouts, drainage concerns and cleanup, tree and shrub replacement, concrete steps, paver and fence repairs, damage to garage doors, painting of the clubhouse and carpet cleaning, painting of the visitor parking stalls, replacement of the play area behind the clubhouse, a retaining wall damaged by a visitor and recovery of damage repairs, a roof damaged by a fallen tree, power washed the metal rails, windows and sidings, lastly, return of the roofing levy surplus to all present owners. Most of these projects have been completed, while a few additional ones have been tabled for next year. The fencing and paver repair in the complex will be a project the council will be taking on this year.

ELECTION OF STRATA COUNCIL

In accordance with the Strata Property Act, at each Annual General Meeting all members of Council must retire from office and the Strata Corporation must elect a new Council. The Act allows for the election of a

minimum of 3 to a maximum of 7 Owners to serve on Council. The following nominations and/or volunteers were received.

Laura Mills Unit 21
Jaideep Sethi Unit 9

Ivan Morton Unit 28
Keith D'Costa Unit 34

Jennifer Sun Unit 49
Jeremey Wong Unit 44

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:18 pm.

Emily Brunner
Strata Agent
ebrunner@davinltd.com



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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.

Strata Earthquake Deductibles



Unit Owners - Do you have enough earthquake assessment coverage?

Although your Strata Corporation has earthquake coverage, you still need earthquake insurance under your individual unit owner policy. This coverage will protect your unit and contents and provide funds to cover a potential special assessment toward the Strata Corporation's earthquake deductible. The trick is ensuring you have enough coverage!

How is the Strata Corporation's Earthquake Deductible calculated?

Deductibles are a percentage - typically ranging 10% to 20% - of the total property limit stated on the policy - and not the amount of damage incurred.

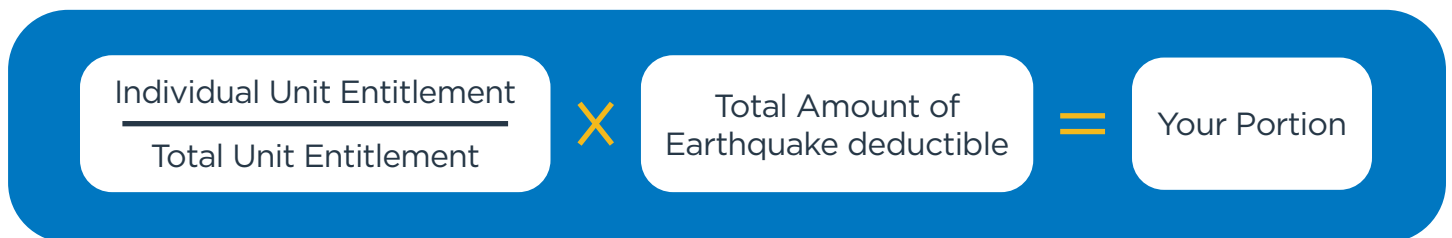
Case Study: 175-Unit Strata in Richmond

Property Limit/Appraised Value	\$70,000,000
Earthquake Deductible	20%
Total Deductible for Strata	\$14,000,000

The Strata's earthquake deductible is a **common expense**. Each owner is responsible for their portion, through an assessment, based on their individual unit entitlement.

How much Earthquake Deductible Assessment do you need?

The formula is easy! See the calculation below:



What if the deductible is \$14 million and the damage is \$6 million? As damage falls below the deductible, the Strata's insurance policy wouldn't apply. However, each owner would still be responsible for their portion of the repairs.

Tip: Unit entitlement is provided upon move-in and included annually in the AGM package.

Disclaimer: This article is intended to provide readers with general information only. Readers are urged not to rely solely on the content of the bulletin, but to consult with appropriate professionals on a case-by-case basis.

ATTENTION OWNERS: CHANGES TO DEDUCTIBLES

As an Owner of **LMS 4529 Cypress Ridge** you should be aware of your Corporation's insurance deductibles:

- **\$10,000 All Property**
- **\$25,000 Water Damage and Sewer Backup**
- **\$25,000 Flood**
- **10%, Minimum \$250,000 Earthquake**

That means if there is damage in your unit that falls below the deductibles listed above, it will be your responsibility to pay for repairs, and if the damages originate in your unit and the total damage is more than the above noted deductibles, you may be responsible to pay the Condominium Corporation's deductible.

THERE ARE WAYS TO PROTECT YOURSELF

Make sure that your own Unit Owners Insurance will cover these costs. Please call one of our Personal Insurance Specialists for a no obligation quote at **604.269.1010**.

- Periodically check all possible external and internal sources for water escape.
- Know the location of shut off valves within your unit, in case of emergency.
- Check toilet seals for leaks within your bathrooms. If faucets are dripping or shower/tub grouting is cracking, conduct repairs immediately.
- Check water seals within your kitchen, dishwasher etc. and replace the supply hose to your dishwasher regularly (at least 5 years).
- Do not leave your washing machine or dishwasher running while you are away from home.
- Check and replace washing machine and dishwasher rubber hoses if they are more than 5 years old. Consider replacing with metal braided hoses instead of rubber.
- Replace your Hot Water Tank if it is more than 10 years old (check with the Manufacturer).
- Do not hang items on any sprinkler heads within your unit inside or outside the unit. Sprinkler systems should be inspected and checked periodically.
- Prior to drilling within walls, check and know the location of internal pipes.
- Repair any corroded plumbing connections.
- Clear all outside drains, for blockage and ensure that water can drain e.g. drain outlets, exterior deck drains and downpipe inlets.
- Check all outside plumbing and drainage systems and ensure that water taps are turned off and drained prior to winter.



THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE

Policy No. CLMS4529

Summary of Coverage

Named Insured: The Owners of Strata Plan LMS 4529 Cypress Ridge
 Additional Insured(s): Davin Management Ltd.
 Mailing Address: c/o Davin Management Ltd., 1 - 10180 153rd Street, Surrey, BC V3R 0B3
 Location Address(es): 11860 River Road, Surrey, BC V3V 2V7
 Policy Period: **October 31, 2025 to October 31, 2026** 12:01 a.m. Standard Time
 Loss Payable to: The Insured or Order in Accordance with the Strata Property Act

Insuring Agreements	Deductibles	Amount of Insurance
PROPERTY COVERAGES		
All Property, All Risk	\$10,000	\$29,000,000
Extended Replacement Cost 130%	Included	Included
Excess Unit Owner Displacement Coverage - Aggregate Limit		\$1,000,000
A. Additional Living Expense Limit per Unit - \$50,000		Included
Uninsured Unit Owner Retention - \$10,000		
B. Contingent Mass Evacuation Limit per Unit - \$5,000		Included
Water Damage	\$25,000	Included
Back up of Sewers, Sumps, Septic Tanks or Drains	\$25,000	Included
Earthquake Damage	10%	Included
Minimum Deductible:	\$250,000	
Aggregate Limit		\$29,000,000
Flood Damage	\$25,000	Included
Aggregate Limit		\$29,000,000
Key and Lock Replacement	Nil	\$50,000
BLANKET EXTERIOR GLASS	Residential \$500	Blanket
	Canopies \$1,000	Blanket
COMMERCIAL GENERAL LIABILITY		
A - Bodily or Mental Injury and Property Damage Liability - <i>Each Occurrence</i>	\$2,500	\$30,000,000
Products & Completed Operations - <i>Aggregate</i>	\$2,500	\$30,000,000
B - Personal and Advertising Liability - <i>Any one person or organization</i>		\$30,000,000
C - Tenant's Property Damage Liability - <i>any one premises</i>	\$2,500	\$500,000
D - Voluntary Medical Payments - any one person		\$25,000
Employer's Liability		
Non-Owned Automobile - SPF #6		
Third Party Liability		\$5,000,000
SEF 94 Legal Liability for Damage to Hired Automobiles	\$500	\$50,000
Contractual Liability Endorsement		
Excluding Long Term Leased Vehicle Endorsement		
Employee Benefits Errors and Omissions Liability		\$1,000,000
Pollution Liability - 120 Hour Extension Endorsement		\$100,000
Liability Conditions		
CONDO DIRECTORS & OFFICERS LIABILITY		
Primary Policy	Nil	\$20,000,000

Insuring Agreements	Deductibles	Amount of Insurance
ENVIRONMENTAL LIABILITY POLICY / POLLUTION LEGAL LIABILITY		
Limit of Liability – Each Incident, Coverages A-G	\$25,000 Retention	\$1,000,000
Limit of Liability – Each Incident, Coverage I	5 day waiting period	\$250,000
Aggregate Limit		\$5,000,000
Crisis Management Expense Endorsement		\$50,000
<i>The inclusion of more than one insured strata or condominium corporation under the HUB CondoSure program in the discovery of a pollution event or in the making of a claim regarding the same pollution event shall not increase the Limits of Liability set forth in Item 3 of the Declarations.</i>		
VOLUNTEER ACCIDENT INSURANCE COVERAGE		
Personal Accident Limit - Lesser of \$1,000,000 or 5x Annual Salary		\$1,000,000
Weekly Accident Indemnity - Lesser of \$750 or 75% of Gross Weekly Earnings (52 weeks), if unemployed, \$100 weekly indemnity	7 day Waiting Period	
Medical Accident Expense Benefit - \$15,000		
Dental Accident Expense Benefit - \$5,000		
Program Aggregate Limit		\$10,000,000
COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION		
Employee Dishonesty / Excess	\$100	\$1,000,000
Broad Form Money & Securities / Excess	\$100	\$60,000
Program Aggregate Limit		\$10,000,000
EQUIPMENT BREAKDOWN		
I Standard Comprehensive Plus, Replacement Cost	\$5,000	\$29,000,000
II Consequential Damage, 90% Co-Insurance	\$5,000	\$25,000
III Extra Expense	24 Hour Waiting Period	\$250,000
IV Ordinary Payroll – 90 Days	24 Hour Waiting Period	\$100,000
TERRORISM	\$ 500	\$500,000
CYBER INSURANCE FOR BUSINESS	\$1,000	\$50,000
Privacy Expenses		
A. Data Compromise Response Expenses		
Forensic IT Review		
Legal Review		
Public Relations - sublimit flat \$5,000		
Regulatory Fines & Penalties		
PCI Fines & Penalties		
Named Malware - sublimit flat \$50,000		
G. Identity Recovery Annual Aggregate per Identity Recovery Insured – flat \$25,000		
Lost Wages & Child & Elder Care Expenses – sublimit per occurrence – flat \$5,000		
Mental Health Counseling – sublimit per occurrence – flat \$1,000		
Miscellaneous Unnamed Costs – sublimit per occurrence – flat \$1,000		
H. Misdirected Payment Fraud – sublimit flat \$10,000		

This is a generalized summary of coverage for quick reference. In all cases the terms and conditions of the policy in effect are the determining documents.

Other Services and Service Providers

PLATINUM LEGAL SERVICES RETAINER – CLARK WILSON LLP

Legal advice and exclusive benefits. See Contract for details.

\$1,000,000 / Legal Proceeding

\$1,500,000 Aggregate

Fee: 100% Retained

October 29, 2025 - E&OE

Retained

LMS 4529 - Cypress Ridge
APPROVED Budget October 1st 2025 to September 30th, 2026
Fiscal Year: September

	Approved Budget 2024-2025	End of Fiscal Year Sep-25	APPROVED Budget 2025-2026
<u>INCOME</u>			
Strata Maintenance Fees	\$ 237,750.00	\$ 236,555.88	\$ 237,750.00
Contingency Contribution	\$ 36,750.00	\$ 37,944.96	\$ 36,750.00
Interest Income		\$ 3,614.99	
Fines Income		\$ 162.46	
Clubhouse Rental		\$ 1,375.00	
Miscellaneous Revenue		\$ (2.07)	
TOTAL INCOME	\$ 274,500.00	\$ 279,651.22	\$ 274,500.00
<u>EXPENSES</u>			
<u>OPERATING EXPENSES</u>			
Management Fees	\$ 13,230.00	\$ 13,230.00	\$ 13,560.75
Insurance	\$ 76,000.00	\$ 74,642.54	\$ 54,758.00
Legal	\$ -	\$ 2,063.53	\$ 3,000.00
Statutory Financial Review	\$ 420.00	\$ 420.00	\$ 525.00
Repair & Maintenance	\$ 35,000.00	\$ 40,373.13	\$ 41,900.25
Fire Security Monitoring	\$ 400.00	\$ 698.26	\$ 750.00
Pest Control		\$ 798.00	\$ 1,000.00
Clubhouse Maintenance	\$ 5,000.00	\$ 112.50	\$ 1,000.00
Office Expense	\$ 1,500.00	\$ 1,946.86	\$ 1,800.00
Bank Charges		\$ 130.00	\$ 156.00
Fire Equipment Maintenance	\$ 12,000.00	\$ 2,371.95	\$ 4,500.00
Landscaping	\$ 36,500.00	\$ 52,378.20	\$ 51,000.00
Tree Trimming/Soil and Plants	\$ 10,000.00	\$ 2,062.20	\$ 5,000.00
Snow Removal	\$ 7,500.00	\$ 2,572.50	\$ 6,000.00
BC Hydro - Electricity	\$ 5,200.00	\$ 6,311.39	\$ 6,500.00
Reports	-	-	\$ 5,300.00
Water/Sewer	\$ 35,000.00	\$ 40,342.36	\$ 41,000.00
Subtotal	\$ 237,750.00	\$ 240,453.42	\$ 237,750.00
Contingency Contribution	\$ 36,750.00	\$ 37,944.96	\$ 36,750.00
Total Operating Expense	\$ 274,500.00	\$ 278,398.38	\$ 274,500.00
Net Income		\$ 1,252.84	

Unit Number	Unit Entitlement	Factor	Approved 2024/2025	APPROVED 2025/2026	PROPOSED Contribution	APPROVED Total 2025/2026
1	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
2	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
3	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
4	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
5	237	0.0221	\$ 505.87	\$ 438.14	\$ 67.73	\$ 505.87
6	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
7	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
8	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
9	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
10	237	0.0221	\$ 505.87	\$ 438.14	\$ 67.73	\$ 505.87
11	226	0.0211	\$ 482.39	\$ 417.81	\$ 64.58	\$ 482.39
12	226	0.0211	\$ 482.39	\$ 417.81	\$ 64.58	\$ 482.39
13	226	0.0211	\$ 482.39	\$ 417.81	\$ 64.58	\$ 482.39
14	226	0.0211	\$ 482.39	\$ 417.81	\$ 64.58	\$ 482.39
15	225	0.0210	\$ 480.25	\$ 415.96	\$ 64.30	\$ 480.25
16	226	0.0211	\$ 482.39	\$ 417.81	\$ 64.58	\$ 482.39
17	226	0.0211	\$ 482.39	\$ 417.81	\$ 64.58	\$ 482.39
18	226	0.0211	\$ 482.39	\$ 417.81	\$ 64.58	\$ 482.39
19	226	0.0211	\$ 482.39	\$ 417.81	\$ 64.58	\$ 482.39
20	225	0.0210	\$ 480.25	\$ 415.96	\$ 64.30	\$ 480.25
21	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
22	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
23	187	0.0174	\$ 399.14	\$ 345.71	\$ 53.44	\$ 399.14
24	105	0.0098	\$ 224.12	\$ 194.11	\$ 30.00	\$ 224.12
25	110	0.0103	\$ 234.79	\$ 203.36	\$ 31.43	\$ 234.79
26	237	0.0221	\$ 505.87	\$ 438.14	\$ 67.73	\$ 505.87
27	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
28	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
29	236	0.0220	\$ 503.73	\$ 436.29	\$ 67.44	\$ 503.73
31	98	0.0091	\$ 209.18	\$ 181.17	\$ 28.00	\$ 209.18
32	101	0.0094	\$ 215.58	\$ 186.72	\$ 28.86	\$ 215.58
33	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
34	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
35	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
36	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
37	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
38	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
39	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
40	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
41	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
42	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
43	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
44	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
45	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
46	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
47	188	0.0175	\$ 401.28	\$ 347.56	\$ 53.72	\$ 401.28
48	239	0.0223	\$ 510.14	\$ 441.84	\$ 68.30	\$ 510.14
49	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
50	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
51	240	0.0224	\$ 512.27	\$ 443.69	\$ 68.58	\$ 512.27
	10717.0		\$22,875.00	\$19,812.50	\$3,062.50	\$22,875.00