

January 6, 2021

Strata Plan LMS3025 'TRADEWINDS'  
c/o Strataco Management Ltd.  
101 - 4126 Norland Avenue  
Burnaby, BC V5G 3S8

Dear Allan,

Policy No. BFL04LMS3025

Thank you for allowing BFL CANADA to be of service, we look forward to working with you and this strata corporation.

Please find enclosed the following documents:

1. The contact details for your Service Team here at BFL CANADA.
2. Claims Procedures
3. Disclosure Notice as required under the Financial Institutions Act.
4. Disclosure of Broker Compensation pursuant to the Financial Products Disclosure Regulation
5. A Summary of Coverages for the insurance purchased.
6. Declaration Page (Insurance Policy/Certificate)

An invoice representing the annual premium of \$60,134.00 has been sent separately.

*As brokers, we are bound to remind you that insurance transactions between an Insured and an Insurer are based on good faith. To safeguard your insurance coverage and comply with policy conditions, you have an obligation, for the entire policy term, to promptly notify your Insurer of all changes relevant to the risk which might affect the Insurer's decisions as to coverage and premium. Please be aware that if you do not disclose all such information, Insurers may have the right to void the policy in its entirety, or sections thereof which may lead to claims not being covered. Please advise us of any material change so that we may notify your insurer accordingly.*

We trust you will find the enclosed documentation to be in order, should you have any questions or concerns please do not hesitate to contact a member of you BFL service team.

Yours sincerely,

**BFL CANADA Insurance Services Inc.**



Steve Storrey,  
Vice President, Business Development  
Direct Line: 604-678-5450  
Email Address: sstorrey@bflcanada.ca

SS/cr  
Enclosure



# CLAIMS PROCEDURES

**WORRY NO MORE WITH OUR STRESS FREE CLAIMS PROCESS.**



## PROPERTY CLAIMS, OTHER THAN GLASS

The property manager should secure as much information as is available: such as loss date & location, identity & coordinates of all parties involved, cause, nature & extent of damages, police case number, etc.

Emergency work should be initiated as soon as possible to mitigate loss, control damages and minimize impact on Owner(s) and occupants. Approved contractors should be used to ensure quality and service standards are met and costs are justified.

Claim should be reported as soon as possible directly to the BFL Claims Department by telephone in case of emergencies and/or facsimile or e-mail in other cases. Use of the "Insurance Claim Report" form, including management company reference number, form is highly recommended.

BFL Claims Department should be notified when initial contact is not made in a timely manner after a claim is reported (IE: within 24 hours).

All repair specifications, estimates and/or quotes should be forwarded to BFL Claims Department for records purposes and immediate delivery to the appropriate adjuster.

Invoices for repairs should normally not be paid by The Owners, except for distinct invoices in the amount of the applicable policy deductible. All other invoices should be forwarded to BFL Claims Department for records purposes, immediate delivery to the adjuster and direct payment to the contractor or trade.

Property managers, when required, should provide a duly completed Proof of Loss to the adjuster as soon as possible to help expedite claim settlement and issuance of cheques.





# CLAIMS PROCEDURES

**OUR IN-HOUSE CLAIMS TEAM IS ALWAYS AT YOUR SIDE.**



## GLASS CLAIMS

The property manager should authorize repairs as soon as possible, making note of the date of loss, cause of loss, exact location and extent of damages. A completed "Insurance Claim Report" form and paid invoice to be forwarded to BFL Claims Department for refund, net of applicable policy deductible.

Note: a separate glass deductible is applicable to each occurrence.

## LIABILITY CLAIMS

All incidents should be recorded with all available information such as time and date of incident, exact location, identity & coordinates of all parties involved, nature and extent of damages if known, etc. Incidents should be reported to BFL Claims Department as soon as possible.

Any development, activity and/or documents related to an incident should be reported or dispatched as soon as possible to BFL Claims Department.

## LEGAL EXPENSES CLAIMS

The BFL CANADA exclusive Legal Protection Insurance Policy includes access to Telephone Legal Advice for building owners and property managers with regard to legal questions and problems affecting your residential tenancy. This service is available between 8 AM and midnight, local time, at 1-877-832-7534.

Alternatively, legal questions can be submitted in writing through a weblink:

<http://das.ca/Legal-Advice.aspx> or via E-mail [strata.questions@das.ca](mailto:strata.questions@das.ca)

In addition, the Legal Protection Insurance Policy also includes legal Defense Costs, Contract Dispute and Debt Recovery, Property Protection, Bodily Injury and Strata Council and Owner Disputes coverage for specified Insured Events, subject to policy terms and conditions. The BFL CANADA Claims team is available to discuss availability of the coverage at your convenience.



# YOUR SERVICE TEAM SPECIALIST

**QUESTIONS REGARDING ANY ASPECT OF YOUR INSURANCE  
PROGRAM SHOULD BE DIRECTED TO YOUR SERVICE TEAM:**

**Steve Storrey**

Vice President, Business  
Development  
Direct Line: 604-678-5450

**Prabhjot Sidhu CAIB**

Client Service Manager  
Direct Line: 778-374-4655  
Email: psidhu@bflcanada.ca

**Alvin Lau**

Client Service Assistant  
Direct Line: 778-372-8144  
Email: alau@bflcanada.ca

# YOUR CLAIMS CONCIERGE TEAM

**WHENEVER YOU NEED, JUST GIVE US A RING!**

**Reach all of us at:**  
realestateclaims@bflcanada.ca  
General Line. 604-669-9600  
Toll Free 1-866-669-9602  
Fax 604-683-9316

**Emergency Claims Service**  
After Hours Number  
1-866-938-5691



**The Financial Institutions Act requires that the information contained in this Disclosure Notice be provided to a customer in writing.**

**Named Insured / Applicant:** The Owners, Strata Plan LMS3025, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners

**Mailing Address:** 101 - 4126 Norland Avenue, Burnaby, BC V5G 3S8

**Policy Type:** Strata and Apt On Program

**Insurer:** Certain Lloyd's Underwriters under Binding Authority B0713PRPNA2101175, as arranged by Lockton Companies LLP  
Certain Lloyd's Underwriters under Binding Authority B0713SPRGL2001012, as arranged by Lockton Companies LLP  
Certain Lloyd's Underwriters under Contract No. B0713PRPNA2002069 - Section A as arranged by Lockton Companies LLP  
Chubb Insurance Company of Canada  
Chubb Life Insurance Company of Canada  
DAS Legal Protection Inc.  
Echelon Insurance  
Great American Insurance Group  
Intact Insurance Company of Canada  
Liberty Mutual Insurance Company  
Royal & Sun Alliance Insurance Company of Canada  
Starr Insurance & Reinsurance Limited  
Starr Insurance & Reinsurance Ltd.  
Westport Insurance Corporation  
Zurich Insurance Company Ltd

**Policy No.:** BFL04LMS3025

**Policy Period:** December 31, 2020 To: December 31, 2021

**Name of Agent:** Steve Storrey

**DISCLOSURE NOTICE:**

1. I am licensed as a general insurance agent by the Insurance Council of British Columbia.
2. This transaction is between you and the Insurer(s) shown above.
3. I am representing BFL CANADA Insurance Services Inc., who does business with the Insurer(s) shown above.
4. The Insurer(s) shown above has no financial interest in BFL CANADA Insurance Services Inc.
5. BFL CANADA Insurance Services Inc. has no financial interest in the Insurer(s) shown above.
6. Upon completion of this transaction, BFL CANADA Insurance Services Inc. will be remunerated by way of commission or fee.
7. The Financial Institutions Act prohibits the Insurer(s) shown above and/or BFL CANADA Insurance Services Inc. from requiring you to transact additional or other business with the Insurer(s) shown above or any other person or corporation as a condition of this transaction.

**BFL CANADA Insurance Services Inc.**



\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE

**Date:** January 6, 2021

January 6, 2021

## DISCLOSURE OF BROKER COMPENSATION

### Re: Strata Plan LMS3025

BFL CANADA Insurance Services Inc. (herein referred to as “BFL”) is an insurance agency duly licensed with the Insurance Council of British Columbia to distribute insurance products in British Columbia under the framework provided by the Financial Institutions Act, R.S.B.C. 1996, c. 141 (the “Act”).

Pursuant to the Financial Products Disclosure Regulation (formerly the Marketing of Financial Products Regulation, B.C. Reg. 573/2004) of the Act, BFL is required to disclose the commission amount it receives for the placement of the below-referenced policy(ies).

With respect to insurance policy BFL04LMS3025, BFL will receive a commission amount of \$10,866.34 from the insurer(s).

### FOR FURTHER INFORMATION:

**BFL CANADA** [Working with an Insurance Broker and How Broker Compensation Works](#)

**Insurance Council of British Columbia** [Q&A | Changes to Strata Insurance Laws](#)

**Province of British Columbia Order of the Lieutenant Governor in Council** [Order 499](#)

### QUESTIONS:

Contact us at [sstorrey@bflcanada.ca](mailto:sstorrey@bflcanada.ca) or call us at 604-678-5450



## SUMMARY OF COVERAGES

<b>Named Insured</b>	The Owners, Strata Plan LMS3025, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners
<b>Project Name</b>	TRADEWINDS
<b>Property Manager</b>	Strataco Management Ltd.
<b>Policy Period</b>	December 31, 2020 to December 31, 2021
<b>Policy Number</b>	BFL04LMS3025
<b>Insured Location(s)</b>	108 West Esplanade Avenue, North Vancouver, BC V7M 1A2

## INSURING AGREEMENT



### PROPERTY (Appraisal Date: December 31, 2020)

	DEDUCTIBLE	LIMIT
All Property, Blanket By-Laws.		\$18,778,000
110% Extended Replacement Cost (Fire Only)		\$20,655,800
Property Extensions - Annually Aggregated		\$5,000,000
Lock & Key	\$2,500	Included
Additional Living Expenses - \$50,000 Per Unit		Included
All Risks	\$10,000	
Sewer Backup	\$25,000	
Water Damage	\$25,000	
Earthquake (Annual Aggregate)	10% (minimum \$100,000)	100% of the Policy Limit
Flood (Annual Aggregate)	\$25,000	100% of the Policy Limit
Gross Rentals, 100% Co-Insurance, Indemnity Period (Months) : N/A	N/A	Not Covered



### CRIME

	DEDUCTIBLE	LIMIT
Employee Dishonesty - Including Property Manager and Elected Officer Theft	Nil	\$1,000,000
Broad Form Money and Securities	Nil	\$10,000



### COMMERCIAL GENERAL LIABILITY

	DEDUCTIBLE	LIMIT
Bodily Injury & Property Damage	\$1,000	\$30,000,000
Non-Owned Automobile	\$1,000	\$30,000,000
Infectious Agent or Communicable Disease Exclusion - With Limited Exceptions		
Total Pollution Exclusion		



### CONDOMINIUM DIRECTORS & OFFICERS LIABILITY

	DEDUCTIBLE	LIMIT
Claims Made Form - Including Property Manager	Nil	\$20,000,000
Privacy Event Expenses	Nil	\$50,000
Cyber Liability	Nil	\$50,000

## INSURING AGREEMENT



### BLANKET GLASS - Includes Lobby Glass

	DEDUCTIBLE	LIMIT
Residential	\$100	Blanket
Commercial	\$250	
Canopy	\$1,000	



### EQUIPMENT BREAKDOWN

	DEDUCTIBLE	LIMIT
Standard Comprehensive Form including Production Machines and Electronic Equipment	\$1,000	\$18,778,000
- 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



### POLLUTION LIABILITY

	DEDUCTIBLE	LIMIT
Each Event	\$25,000	\$1,000,000
Aggregate Policy Limit		\$5,000,000



### VOLUNTEER ACCIDENT

	DEDUCTIBLE	LIMIT
Maximum Limit of Loss	See Policy Wordings	\$1,000,000



### LEGAL EXPENSES

	DEDUCTIBLE	LIMIT
Each Event	Nil	\$1,000,000
Annual Aggregate.		\$5,000,000
Retro Cover Endorsement		



### TERRORISM

	DEDUCTIBLE	LIMIT
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(ies) for complete details.





**This Policy contains a clause(s) which may limit the amount payable.**

Previous Policy No. NEW

**Named Insured:** The Owners, Strata Plan LMS3025, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners  
Strataco Management Ltd. (As Property Manager)

**Mailing Address:** 101 - 4126 Norland Avenue, Burnaby, BC V5G 3S8

**Policy Period:** From: December 31, 2020 To: December 31, 2021  
12:01 a.m. standard time at the location of the premises as to each of the said dates

**Insured Location(s):** 108 West Esplanade Avenue, North Vancouver, BC V7M 1A2  
TRADEWINDS

**Construction:** Frame 4 Storeys 1 Building

**Occupied by Insured As:** 53 Residential Units 8 Commercial Units

Insurance is provided, subject to the Declarations, Terms, Conditions of the policy and its Riders, only for which specific Riders are attached and for which a specific limit or annotation is shown hereunder.

## INSURING AGREEMENT



### SECTION I - PROPERTY BFLSPW0001.REV.1015.BC (Rev 17 Nov 2016) - (Appraisal Date: December 31, 2020)

	DEDUCTIBLE	LIMIT
A. All Property - All Risks, Blanket By-Laws, Stated Amount Co-Insurance, Replacement Cost, 110% Extended Replacement Cost (Fire Only).		\$18,778,000
All Risks	\$10,000	
Sewer Backup Damage	\$25,000	
Water Damage	\$25,000	
Earthquake Damage (Annual Aggregate)	10% (minimum \$100,000)	100% of the Policy Limit
Flood Damage (Annual Aggregate)	\$25,000	100% of the Policy Limit
Lock & Key	\$2,500	\$25,000
Additional Living Expenses - Per Unit		\$50,000
Additional Living Expenses - Annual Aggregate		\$1,000,000
B. Business Interruption (Gross Rentals), 100% Co-Insurance, Indemnity Period (Months) : N/A	N/A	Not Covered



### SECTION I.I - a. EXCESS PROPERTY - Excess Property Extensions & Excess Extended Replacement Cost (BFL Manuscript) - (Appraisal Date: December 31, 2020)

	DEDUCTIBLE	LIMIT
Excess Extended Replacement Cost		Not Covered
Excess Property Extensions up to \$5,000,000		Included



## INSURING AGREEMENT



### SECTION II - CRIME (CRIME.ZUR.CANADA 11.18.2020)

	DEDUCTIBLE	LIMIT
I. Broad Form Money and Securities		
Inside Loss	Nil	\$10,000
Outside Loss	Nil	\$10,000
II. Comprehensive Dishonesty, Counterfeiting, Forgery and Fraud		
Employee Dishonesty - Form A - Including Property Manager and Elected Officer Theft	Nil	\$25,000
Money Orders and Counterfeit Paper Currency	Nil	\$10,000
Depositors Forgery	Nil	\$10,000
Computer Fraud or Funds Transfer Fraud	Nil	\$10,000
Credit Card Forgery	Nil	\$10,000



### SECTION III - COMMERCIAL GENERAL LIABILITY (CGL.ZUR.CANADA 11.18.2020)

	DEDUCTIBLE	LIMIT
A. Bodily Injury & Property Damage Liability - Per Occurrence	\$1,000	\$5,000,000
Products and Completed Operations Aggregate	\$1,000	\$5,000,000
B. Personal and Advertising Injury Liability		\$5,000,000
C. Medical Payments - Per Person		\$25,000
D. Tenants Legal Liability (Broad Form)	\$1,000	\$1,000,000
Non-Owned Automobile Endorsement SPF #6	\$1,000	\$5,000,000
Excluding Long Term Leased Vehicle Endorsement SEF #99		Included
Legal Liability For Damage To Hired Automobiles Endorsement SEF #94	\$1,000	\$50,000
Contractual Liability Endorsement SEF #96		Included
Employee Benefit Liability		\$1,000,000
Infectious Agent or Communicable Disease Exclusion - With Limited Exceptions (Form ZC 20038 U-ZGP (06/2020))		
Total Pollution Exclusion (Form ZC 20018 U (10/2011))		



### SECTION IV - CONDOMINIUM DIRECTORS & OFFICERS LIABILITY (Form D51100C (11/15)) and (Form D 51740 (12/15))

	DEDUCTIBLE	LIMIT
Claims Made Form - Including Property Manager	Nil	\$2,000,000
Privacy Event Expenses	Nil	\$50,000
Cyber Liability	Nil	\$50,000



### SECTION V - BLANKET GLASS - Includes Lobby Glass (Form 2294 (03/2010))

	DEDUCTIBLE	LIMIT
Residential	\$100	Blanket
Commercial	\$250	
Canopy	\$1,000	



## INSURING AGREEMENT



### SECTION VI - EQUIPMENT BREAKDOWN 70107-(Revision 06-2016)

	DEDUCTIBLE	LIMIT
BM31V2: Standard Comprehensive Form including Production Machines and Electronic Equipment	\$1,000	\$18,778,000
- Direct Damage including Repair or Replacement, By-Laws, Service Interruption		
- Coverage Extensions for Section VI: As per Master Policy		
- Deductible Waiver Endorsement (for losses in excess of \$25,000)		
BM34: Extra Expense – 100% available in first month	24 Hour Waiting Period	\$1,000,000
- Additional Living Expenses Endorsement - Per Unit		\$25,000
- Additional Living Expenses Endorsement - Annual Aggregate		\$1,000,000
BM33: Loss of Profits – Rents, Indemnity Period (Months): N/A	N/A	Not Covered



### SECTION VII - POLLUTION LIABILITY (Claims Made (Form ZC 5558 U (01/09)))

	DEDUCTIBLE	LIMIT
Limits of Liability - Each Pollution Event Limit	\$25,000	\$1,000,000
Aggregate Policy Limit		\$5,000,000
- (Refer to Policy for how Policy Limit applies & for Sublimits of Liability that are applicable to some coverage)		



### SECTION VIII - VOLUNTEER ACCIDENT (Form ACEGI-IC-0307)

	DEDUCTIBLE	LIMIT
Principal Sum.	See Policy Wordings	\$100,000



### SECTION IX - LEGAL EXPENSES DASBCS.BFLStratacondo

	DEDUCTIBLE	LIMIT
Each Event	Nil	\$300,000
Annual Aggregate.		\$1,500,000
Extension of Date of Occurrence - Form No DASBCS.BFLStratacondo.Retro01		



### SECTION X - TERRORISM (Form LMA3092 (Amended))

	DEDUCTIBLE	LIMIT
Per Occurrence.	\$1,000	\$350,000
Annual Aggregate		\$350,000

## INSURING AGREEMENT

SECTION XI - BLANKET COVERAGE (BFL Manuscript)

	DEDUCTIBLE	LIMIT
Excess Employee Dishonesty - Including Property Manager and Elected Officer Theft	See Policy Wording	\$975,000
Excess Commercial General Liability - SubSections A & B and Endorsement SPF #6	See Policy Wording	\$25,000,000
Excess Condominium Directors & Officers Liability	See Policy Wording	\$18,000,000
Excess Volunteer Accident	See Policy Wording	\$900,000
Excess Legal Expenses	See Policy Wording	\$700,000
- Annual Aggregate		\$3,500,000

## PREMIUM PAYABLE

Premium	\$60,134.00
---------	-------------

## LOSS IF ANY PAYABLE TO:

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.

**(The Standard Mortgage Clause is applicable unless Special Mortgage Clause attached)**

**LIST OF INSURERS**

Insurance Company	Section	Participation	Master Wording No.
Certain Lloyd's Underwriters under Binding Authority B0713PRPNA2101175, as arranged by Lockton Companies LLP	TERRORISM	100%	
Certain Lloyd's Underwriters under Binding Authority B0713SPRGL2001012, as arranged by Lockton Companies LLP	BLANKET COVERAGE	100%	SPRGL2001012
Certain Lloyd's Underwriters under Contract No. B0713PRPNA2002069 - Section A as arranged by Lockton Companies LLP	PROPERTY	2.5%	BFLSPW001
Chubb Insurance Company of Canada	PROPERTY	20%	BFLSPW001
Chubb Life Insurance Company of Canada	VOLUNTEER ACCIDENT	100%	50078301 (Policy)
DAS Legal Protection Inc.	LEGAL EXPENSES	100%	8363 (Policy)
Echelon Insurance	PROPERTY	20%	BFLSPW001
Great American Insurance Group	CONDOMINIUM DIRECTORS & OFFICERS LIABILITY	100%	D51100C
Intact Insurance Company of Canada	EQUIPMENT BREAKDOWN	100%	
Liberty Mutual Insurance Company	a. EXCESS PROPERTY - Excess Property Extensions & Excess Extended Replacement Cost	100%	CPTOABEIE020 (Policy)
Royal & Sun Alliance Insurance Company of Canada	PROPERTY	10%	BFLSPW001
Starr Insurance & Reinsurance Limited	PROPERTY	17.5%	BFLSPW001
Starr Insurance & Reinsurance Ltd.	PROPERTY	20%	BFLSPW001
Westport Insurance Corporation	PROPERTY	10%	BFLSPW001 BSE0002694-00(Policy)
Zurich Insurance Company Ltd	CRIME	100%	
	COMMERCIAL GENERAL LIABILITY	100%	
	BLANKET GLASS - Includes Lobby Glass	100%	
	POLLUTION LIABILITY	100%	

**For the purpose of the Insurance Companies Act (Canada), this Canadian Policy was issued in the course of Lloyd's Underwriters' and Liberty Mutual Insurance Company's insurance business in Canada**

This Certificate is not valid unless countersigned by an Authorized Representative of the Insurer(s).

AUTHORIZED BY:

**BFL CANADA Insurance Services Inc.**

GARETH MCDONNELL  
NAME OF AUTHORIZED REPRESENTATIVE

STEVE STORREY  
NAME OF COUNTERSIGNED AUTHORIZED REPRESENTATIVE

  
AUTHORIZED REPRESENTATIVE

  
COUNTERSIGNED AUTHORIZED REPRESENTATIVE

Date: January 6, 2021