

**BCS 2176 THE BENTLEY
STRATA COUNCIL MEETING MINUTES
THURSDAY, JULY 14, 2022**

**LOCATION:
IN THE AMENITIES ROOM**

STRATA COUNCIL

**PRESIDENT
Doug B.**

**VICE PRESIDENT
Janice W.**

**TREASURER
Doug M.**

**COUNCIL MEMBER
Gord M.**

**COUNCIL MEMBER
Lilian Z.**

**COUNCIL MEMBER
Sandi M.**

**COUNCIL MEMBER
Eve K.**

**STRATA MANAGER
Don Cook
E-Mail: don@crpm.ca**

CROSSROADS MANAGEMENT

**CROSSROADS CONTACT
& 24 HOUR SERVICE**

ATTENDANCE

Doug B., Doug M., Janice W., Gord M., Sandi M., Lilian Z., Eve K.

PROPERTY MANAGER

Don Cook, CrossRoads Management

(1) CALL TO ORDER & APPROVAL OF MINUTES

It was **MOVED/SECONDED** to call the meeting to order at 5:30 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held April 11, 2022. **CARRIED**

To access Council meeting minutes, Bylaws, Rules and other information, please sign into the Strata maintained website at: bentleyportmoody.ca.

(2) FINANCIALS

It was **MOVED/SECONDED** to approve the March-May financials. **CARRIED**

Levy Collection – Update

The Strata Manager reported that out of 137 strata lots, 127 Levy Payment forms have been received. Since the meeting we have received an additional 3. The Strata Manger will be making individual contact with the remaining owners that have not yet paid their Levy.

(3) BUSINESS ARISING FROM PREVIOUS BUSINESS

TRENCHING

The information below was previously reported in the minutes.

There are still some water ingress marks along the underside of the P1 ramp and around the drain piping connected to the surface metal grated drains located at the bottom of the ramp and outside the garbage room. These are potentially serious structural problems. An engineer was hired to review the building's structural drawings and inspect these areas onsite. To expand this inspection, the engineer wants to examine the building's exterior membrane down a few feet on either side of the entry ramp for any membrane compromises and has requested that two trenches be dug along the sides of the entrance ramp - one along the exterior of the building wall, to the left of the ramp and the other in the landscaping area to the right of the ramp. An area approximately 10 feet by 3 feet will be excavated. The excavated soil will be placed in the landscaping northwest of the traffic circle so it can be used, if possible, to re-fill the trenches. If unsuitable to be re-used, this soil will be hauled away and appropriate materials brought in to refill these trenches. The landscaping closest to the ramp will need to be removed. Once this project is completed, new replacement landscaping will be selected and installed. Any waterproofing and or membrane deficiencies found during this process will be repaired.

Trenching will begin on Wednesday July 20

AC / HEAT PUMP INSTALLATIONS

Any owners that wish to proceed with the Council approval process for these installations are reminded that they must contact don@crpm.ca to obtain the most current Indemnity Agreement which they must read, sign and submit before initiating the installation. This Agreement will be one component of the owner request process. In addition, owners will be required to submit supporting documentation as specified within the Indemnity Agreement. The requirements of this documentation should be communicated directly to their contractor to obtain the required information, permits, specifications, etc.

All the steps outlined above are essential to make a complete application for AC/Heat Pump Installation approval to the Council. If all of these steps have not been completed, you must not book any installation of these systems. A complete application submission will be reviewed and, if approved, signed off by the Strata Council. Only after this step is completed can an installation booking proceed.

STREAM ENERGY SYSTEMS – INFRASTRUCTURE INSTALLATION

Stream Energy will be completing the building infrastructure upgrade phase by about July 15th. Once completed, they will remain onsite to install charging stations for owners that have now requested them.

ELEVATOR NOISE – INVESTIGATION

The Strata Manager has escalated a service request to look into the intermittent noise that can be heard from the elevator area.

(4) CORRESPONDENCE

Issues, concerns or complaints that an owner would like to bring to the Council's attention should be sent by letter or email don@crpm.ca to the attention of the Strata Manager, Mr. Don Cook at Crossroads Management. Following this procedure will ensure the correspondence is appropriately documented and distributed to all Council members. All written correspondence received in this manner will be reviewed and discussed by the full Council at the next scheduled meeting.

An owner reported ceiling-staining issues associated with the dryer vent ducting. An owner requested information about changing the vent grills on their balcony.

Please see the Reminder Notice attached to these minutes regarding owner responsibilities related to dryer vent cleaning, in-suite maintenance of all fans, and booster pump replacement as needed.

(5) NEW BUSINESS

The plum trees along the Guildford side of the building have been assessed by an Arborist and will be pruned back in July.

The vegetation along the walkway from the circle out front leading to the stairs going down to the Village has become overgrown. Bosa has been notified as their landscapers maintain this area.

(6) ADJOURNMENT

There being no further business, the meeting was terminated at 6:45 p.m. The next proposed meeting has been scheduled for Wednesday, September 28th.

On behalf of the Strata Council BCS 2176

Don Cook, Senior Strata Manager, don@crpm.ca 778 578-4445
CrossRoads Management Ltd.