

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
TUESDAY, MAY 30, 2023**

**LOCATION:**  
*Amenity 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 5:31 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held March 22, 2023. **CARRIED**

**To access Council meeting minutes, Bylaws, Rules and other information, please sign into the Strata maintained website at: [bentleyportmoody.ca](http://bentleyportmoody.ca).**

**(2) FINANCIALS**

The treasurer reported that, after some March adjustments are made on the April financials, the statements to the end of March are satisfactory, and will be posted on the strata website.

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

**(3) BUSINESS ARISING**  
**Membrane Repair at Front of the Building**

We have been monitoring the success of the membrane repair work completed last year and are pleased to report that there has been a very significant reduction of water ingress seen along the underside of the parkade ramp.

The need for additional membrane repair work was discussed. The Strata Manager will meet with the rep from BEMCO to detail the scope of work and costs for the following repairs: a) about 140 linear feet of selected cement crack injections, b) further water proofing of the trench drain at the bottom of the ramp as it levels off by the garbage room, c) additional water proofing around the second drain just past the garbage room where about a 4 foot square patch of newer membrane can be seen, (d) application of new membrane material around the two front entrance gate posts where some rust can be seen, and f) application of new membrane around the base of the parkade entrance enterphone structure.

**Landscaping Improvements**

When the membrane repair project was undertaken, the landscaping near the front entrance and along the side of the parkade ramp was excavated. This area has now been repaired. A soil and nutrient mixture was applied to all landscaping areas to rejuvenate the soil as the soil quality has dropped over time. Planting of needed new landscaping vegetation and flowers is in process. Two glass panels missing from the backyard garden area fencing will be replaced by Accurate Glass.

### **Interior Decorating Upgrading Project**

The Interior Decorating Upgrading Project will include re-carpeting all common area floors, and removal of wallpaper from, and painting of, all hallway and other common area walls. This comprehensive upgrading project will also include upgrading the furniture in the lobby and amenity room. Council has now met with two designers and received their quotes to manage the entire project.

This upgrading project is at least a year or two away as the total cost is expected to be in excess of \$250,000.00. Currently we have about \$85,000 in the Interior Upgrading fund. Additional contributions to that fund will be proposed at the Annual General Meetings over the next two years.

### **Package Delivery**

A subcontractor, working on behalf of Amazon, has approached Council with a proposal to install a transmitter device inside the front door enterphone panel. This device would allow Amazon drivers to use an app on their phones to gain access to the lobby and to drop off packages in the designated lobby area. This system has now been approved, is currently being implemented, and will be available soon.

**Owners expecting packages should retrieve these packages from the lobby shelf ASAP.**

### **Asphalt & Concrete Repairs**

On the front entrance, coming in off Guildford, there are two sets of asphalt cracks that have been forming. In addition there is some concrete damage. The Council reviewed three contractor quotes to repair these damaged areas and have approved S&S Paving to do this work.

### **NORMAC Appraisal**

Recently, we received a building complex appraisal adjustment notification. The last appraisal on file valued the strata assets at \$63 million. The adjustment appraisal increased that value to \$66 million and resulted in a prorated strata insurance increase of \$4,513 that will be now paid to the strata insurer HUB.

### **(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](mailto: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.

Correspondence related issues reviewed at this meeting included smoking complaints and water supply related issues. With the latest measures implemented by Citywide Plumbing we anticipate much fewer water supply issues.

### **VISITOR PARKING REMINDERS**

**RESIDENTS AND OWNERS ARE NOT AUTHORIZED TO PARK IN VISITOR PARKING. THESE STALLS ARE RESERVED FOR VISITORS AND GUESTS ONLY. VALID VISITOR PARKING PASSES ARE REQUIRED TO BE DISPLAYED. THERE ARE ADDITIONAL RESTRICTIONS IN PLACE, EVEN FOR VISITORS AND GUEST VEHICLES.**

**If you have questions about these parking assignments, please contact my office directly.**  
[don@crpm.ca](mailto:don@crpm.ca) 778 578-4445

### **(5) ADJOURNMENT**

There being no further business, the meeting was terminated at 7:19 p.m.

**On behalf of the Strata Council BCS 2176**

Don Cook, Senior Strata Manager,  
[don@crpm.ca](mailto:don@crpm.ca) 778 578-4445 CrossRoads Management Ltd.