

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
WEDNESDAY, JANUARY 17, 2024**

**LOCATION:  
ZOOM**

**STRATA COUNCIL**

**PRESIDENT  
Doug B.**

**VICE PRESIDENT  
Janice W.**

**TREASURER  
Doug M.**

**COUNCIL MEMBER  
Gord M.**

**COUNCIL MEMBER  
Lilian Z.**

**COUNCIL MEMBER  
Sandi M.**

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

**CROSSROADS MANAGEMENT**

**CROSSROADS CONTACT  
& 24 HOUR SERVICE**

**Call - 778-578-4445**

**ATTENDANCE**

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

**PROPERTY MANAGER**

Don Cook, CrossRoads Management

**(1) CALL TO ORDER & APPROVAL OF MINUTES**

It was **MOVED/SECONDED** to call the meeting to order at 6:00 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held October 25, 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 the statements to the end of November are satisfactory, and have been posted on the strata website.

It was **MOVED/SECONDED** to approve the October & November financials. **CARRIED**

**(3) BUSINESS ARISING**

**Interior Decorating Upgrading Project**

This Project Work will include common area re-carpeting, removal of wallpaper, and either painting or re-wallpapering of all walls in hallways and other common areas. The comprehensive upgrading project will also include an upgrade of the furniture in the lobby and amenity room.

This project work is at least a year or two away as the total cost is expected to be in excess of \$300,000.00. Currently, we have about \$105,000 in the Interior Upgrading fund. Additional contributions to that fund will be proposed at the Annual General Meetings over the next two years.

At the Annual General Meeting, to be scheduled in April, we would like to engage the ownership in a discussion of this project.

**(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.

### **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. PLEASE REMEMBER THAT THERE ARE ADDITIONAL RESTRICTIONS IN PLACE, EVEN FOR VISITOR AND GUEST VEHICLES.**

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

### **NEW BUSINESS**

#### **Bicycle Storage**

The strata council reviewed an owner's request for better organized and controlled bicycle storage. They provided examples of storage in other strata as well as examples of locking mechanisms that would allow for secured storage at the back of parking stalls. It was certainly agreed that the present two bicycle room storage areas need improvements. In the spring, we will conduct an audit of these two rooms, and identify and remove any abandoned bicycles. The strata manager will also make connections with contractors regarding alternate secured storage options, and report back to the council for their review and further discussion.

#### **December 2<sup>nd</sup> Flood Incident**

For those who have never been through an insurance claim before, please be aware that the entire process can easily take two months or more, even under optimal conditions. Unfortunately, the recent extreme cold spell resulted in numerous claims throughout the Metro area. Restoration company and insurance claims adjuster resources are currently stretched very thin.

As of today, our Strata Insurance adjuster is waiting on an updated compiled unit report from EPIC. As of last week, EPIC was still gathering all of this documentation, as it took quite some time to regain access into every affected unit. We are anticipating that their final report and scope of work for all unit repairs will be submitted next week. The Strata insurance adjuster must then review all this information.

It is anticipated that EPIC will be able to schedule unit work starting the week of January 29<sup>th</sup>.

I will be coordinating Notice information to you all, regarding their phased scheduling of these multi floor repairs to about 30 units.

Unit owners working with their own content insurers for laminate flooring replacement are likewise experiencing similar delays. Their process is even more complicated. These claims involve unit owner's content insurance adjuster's process as well as regulations and communications with the strata adjuster.

The Strata Council is aware how stressful this waiting is for so many owners. This damage is to your homes and many must feel like this waiting is unacceptable.

Crossroads has communicated to the Strata insurer that we do not expect there to be any requirement for second bidding quotes being needed for the strata responsible unit damage repairs as such would result in additional delays.

The Strata Insurers insisted upon second bids for the elevator damage as well as the building's plumbing damage, and even insisted on hiring an elevator consultant. Thus, repair of the elevators and plumbing damage is still a long way off from getting under way.

Included in the plumbing company's repair estimates to the strata insurance adjuster, is the replacement of one of the large hot water storage tanks situated in the roof top equipment room. This tank was damaged when the water to the building was shut down. Replacement of this tank entails having it craned off a truck parked on Guildford Way up to the roof.

The strata manager discussed with the Council another estimate prepared by the plumbing company. This estimate was to take advantage of the crane truck being mobilized and onsite to also replace the 2<sup>nd</sup> tank, which is now 16 years old. The council agreed and approved that the 2<sup>nd</sup> tank should be purchased as a major Capital Expense from the Strata Contingency Reserve Fund. All of Council agreed with this proposal and approved this expenditure.

Currently, as required by the strata insurance adjuster, all the plumbing company's repair estimates of about \$35,000 are being sent out to another plumbing company for a 2<sup>nd</sup> bid. The strata's plumbing company, Citywide, has always been very competitive with their pricing and it is anticipated that the 2<sup>nd</sup> bid will be higher than that of Citywide and, therefore, Citywide's will be approved by the strata insurance adjuster.

The repair estimates, for water damage to both elevators, submitted to the insurance adjuster by TK Elevator, totaled \$363,000.

As required by the strata insurance adjuster, GUNN & Associates was called in to independently review TK Elevator's estimates and confirm everything was associated with water damage from the December 2<sup>nd</sup> incident. Their analysis resulted in only a \$33,000 reduction. Elevator repairs will be done during controlled shut downs spaced over the course of a year. Shut downs will not be scheduled when there are planned move ins or outs. In addition, we would like their work to take place during business hours of any given day, with the elevator restored to service between 5pm of that day and 9am the following morning. Residents anticipating delivery of large items are advised to remain cognizant of the shutdown schedule and plan their deliveries when both elevators are operational.

#### **Electronic access to the parkade**

The strata manager will be looking into the current keyscan system capabilities. Some owners have inquired whether their vehicles can be programmed to activate / open the parkade gate, without using the FOB.

#### **(6) ADJOURNMENT**

There being no further business, the meeting was terminated at 7:00 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.