

**BCS 2176 THE BENTLEY
STRATA COUNCIL MEETING MINUTES
TUESDAY, January 31, 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.
Regrets: 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 6:35 p.m.

Guest Business; Peter Weibe from City Wide Plumbing

The Council has been working with the Strata Manager for a long time testing plumbing options that would at least minimize fluctuations in hot water supply and water pressure. Council is committed to keep trying alternatives until a solution is found.

Peter suggested that we install an additional hot water tank at the 14th floor water room. If effective in reducing fluctuations, another one would be installed at the 7th floor water room. Each installation would cost about \$5,000.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held November 30, 2022. **CARRIED**

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

(2) FINANCIALS

The treasurer reported that, after one adjustment is made, the statements to the end of December are satisfactory, and will be posted on the strata website.

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

Recently a leaking recirculation line was re-piped from the 22nd floor down to the 14th. City Wide Plumbing completed this work at a cost of \$12,816. The Council had previously approved that this work would be expensed from the Contingency Reserve Fund. In accordance with the Strata Act, we are disclosing this information and decision to the owners.

Snow Services

This season the Strata contracted this service work out to Snow Queen Enterprises, the same company that has serviced the Sinclair for years. This winter season began with some very cold days in December and some bad snow days as well. The Strata wants to disclose to the owners that since late November to date, we have paid about \$11,000 for these services. It is important to note that all these services are contracted in order to protect any owners or guests from accidents like slip and falls. Liability insurance requires that these services be performed in accordance with our contract with Snow Queen.

(3) BUSINESS ARISING FROM PREVIOUS BUSINESS

Membrane Repair at Front of the Building

We have been monitoring the success of the membrane repair work completed last year. There has been a very significant reduction of water ingress seen along the underside of the parkade ramp.

Additional phases of this membrane project work are slated to begin in warmer weather. These phases will include: 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) removing the first 3 rows of pavers at the top of the ramp to reapply new membrane to the transition where these pavers meet the concrete slab of the entrance ramp, e) 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.

STREAM ENERGY SYSTEMS – Owner EV Charging Stations

There have been 19 chargers installed to date. Three of them have been activated. Initial information provided by Stream indicated that individual owners could receive a BC Hydro rebate for their charger purchase installation. BC Hydro has now confirmed that individual owner rebates are not available. Stream apologies for this confusion and misleading information. Owners that did sign up under the early bird pricing model did receive a \$445 discount in the price of their charger.

EV Ready Infrastructure Levy Refund

At last year's Annual General Meeting the owners voted to approve a Levy in order for the Strata to complete the EV Ready Infrastructure, allowing owner EV Chargers connectivity to 137 stalls. Once all the strata infrastructure work was completed, there was a surplus of the Levy owner contributions. This surplus will be returned to each owner via a cheque. The amount received will be based upon the same calculation that was used to determine the unit's Levy payment amount. (Please see attached schedule of refunds by unit). The average amount is about \$100.

Annual In Suite Fire Equipment Inspections & Testing

It is a requirement under the British Columbia Fire Code that we access ALL units, occupied and unoccupied.

There were over a dozen units that could not be tested in November last year. City Fire will be back on February 3rd. **The Owners of the suites that were missed have been individually notified of City Fire return date. If these suites still cannot be tested during this 2nd inspection date, the owners would be subject to a \$200 fine and be responsible for arranging and paying for an inspection.**

(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.

Correspondence related issues included; a) a noise complaint b) the lack of hot water, specifically in the early mornings c) the need for less confusion and better communication in the lobby during a Fire Alarm d) difficulty with connections to the enterphone system, and e) the need for Visitor Parking Enforcement

(5) NEW BUSINESS

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 778 578-4445

Handicap Door Issues

After waiting two weeks for a previous company to come and assess the problems with the handicap door operation, we were informed that they are too busy to help us. Consequently, a second company has now been contacted to address this problem. We are waiting for their assessment.

Water ingress from exterior building issues

Two units have been affected by water ingress from the building exterior. Most of the bedroom wall in these two units has been removed to enable the leaking areas to be sealed from the inside. When weather permits, a contractor will drop down the outside of the building to complete repairs from the outside. Once completed, the entire outside area will be water tested to ensure everything remains dry throughout the inside exposed wall.

Black Tie Exterior Cleaning

Since these contractors get booked up very quickly, the strata manager made contact with Black Tie early. Weather permitting, the tentative schedule is for exterior cleaning to begin Monday May 8th or 15th.

Strata Insurance Renewal

The Strata insurance renews on March 1st. As yet, we do not have any solid quotes, just preliminary estimates. The Bentley building appraisal valuation has now been received and the increase in the insurable value is above \$4 million dollars over last year. This significant increase in insurable value will be the driving factor determining the new insurance premium. We are anticipating an actual increase in premium of between 20 – 30 thousand dollars. If we receive such a large spike in the insurance premium, there would be a need for a strata fee increase to support the increases in the overall budget expenses.

Annual General Meeting Planning and Proposed Budget

We are anticipating being able to hold this year's AGM in the amenity room.

(6) ADJOURNMENT

There being no further business, the meeting was terminated at 8:37 p.m.

On behalf of the Strata Council BCS 2176

Don Cook

Senior Strata Manager

don@crpm.ca 778 578-4445 CrossRoads Management Ltd.

BCS 2176 The Bentley

EV Infrastructure Levy Refund

Strata Lot	Unit No.	U/E	Refund	Strata Lot	Unit No.	U/E	Refund	Strata Lot	Unit No.	U/E	Refund	Strata Lot	Unit No.	U/E	Refund
1	101	117	\$122.92	36	606	117	\$122.92	71	1106	117	\$122.92	106	1606	117	\$122.92
2	102	87	\$91.41	37	607	90	\$94.56	72	1107	90	\$94.56	107	1607	90	\$94.56
3	201	99	\$104.01	38	701	102	\$107.17	73	1201	102	\$107.17	108	1701	102	\$107.17
4	202	84	\$88.25	39	702	84	\$88.25	74	1202	84	\$88.25	109	1702	84	\$88.25
5	203	99	\$104.01	40	703	102	\$107.17	75	1203	102	\$107.17	110	1703	102	\$107.17
6	204	89	\$93.51	41	704	89	\$93.51	76	1204	89	\$93.51	111	1704	89	\$93.51
7	205	117	\$122.92	42	705	117	\$122.92	77	1205	117	\$122.92	112	1705	117	\$122.92
8	206	117	\$122.92	43	706	117	\$122.92	78	1206	117	\$122.92	113	1706	117	\$122.92
9	207	90	\$94.56	44	707	90	\$94.56	79	1207	90	\$94.56	114	1707	90	\$94.56
10	301	99	\$104.01	45	801	102	\$107.17	80	1301	102	\$107.17	115	1801	102	\$107.17
11	302	84	\$88.25	46	802	84	\$88.25	81	1302	84	\$88.25	116	1802	84	\$88.25
12	303	99	\$104.01	47	803	102	\$107.17	82	1303	102	\$107.17	117	1803	102	\$107.17
13	304	89	\$93.51	48	804	89	\$93.51	83	1304	89	\$93.51	118	1804	89	\$93.51
14	305	117	\$122.92	49	805	117	\$122.92	84	1305	117	\$122.92	119	1805	117	\$122.92
15	306	117	\$122.92	50	806	117	\$122.92	85	1306	117	\$122.92	120	1806	117	\$122.92
16	307	90	\$94.56	51	807	90	\$94.56	86	1307	90	\$94.56	121	1807	90	\$94.56
17	401	99	\$104.01	52	901	102	\$107.17	87	1401	102	\$107.17	122	1901	102	\$107.17
18	402	84	\$88.25	53	902	84	\$88.25	88	1402	84	\$88.25	123	1902	84	\$88.25
19	403	99	\$104.01	54	903	102	\$107.17	89	1403	102	\$107.17	124	1903	102	\$107.17
20	404	89	\$93.51	55	904	89	\$93.51	90	1404	89	\$93.51	125	1904	89	\$93.51
21	405	117	\$122.92	56	905	117	\$122.92	91	1405	117	\$122.92	126	1905	117	\$122.92
22	406	117	\$122.92	57	906	117	\$122.92	92	1406	117	\$122.92	127	1906	117	\$122.92
23	407	90	\$94.56	58	907	90	\$94.56	93	1407	90	\$94.56	128	1907	90	\$94.56
24	501	99	\$104.01	59	1001	102	\$107.17	94	1501	102	\$107.17	129	2003	144	\$151.29
25	502	84	\$88.25	60	1002	84	\$88.25	95	1502	84	\$88.25	130	2001	145	\$152.34
26	503	99	\$104.01	61	1003	102	\$107.17	96	1503	102	\$107.17	131	2002	173	\$181.76
27	504	89	\$93.51	62	1004	89	\$93.51	97	1504	89	\$93.51	132	2103	144	\$151.29
28	505	117	\$122.92	63	1005	117	\$122.92	98	1505	117	\$122.92	133	2101	144	\$151.29
29	506	117	\$122.92	64	1006	117	\$122.92	99	1506	117	\$122.92	134	2102	173	\$181.76
30	507	90	\$94.56	65	1007	90	\$94.56	100	1507	90	\$94.56	135	2203	144	\$151.29
31	601	102	\$107.17	66	1101	102	\$107.17	101	1601	102	\$107.17	136	2201	144	\$151.29
32	602	84	\$88.25	67	1102	84	\$88.25	102	1602	84	\$88.25	137	2202	173	\$181.76
33	603	102	\$107.17	68	1103	102	\$107.17	103	1603	102	\$107.17	U/E Total: <u>14182</u>			
34	604	89	\$93.51	69	1104	89	\$93.51	104	1604	89	\$93.51				
35	605	117	\$122.92	70	1105	117	\$122.92	105	1605	117	\$122.92	Total Refunds:		\$14,900.14	

**BCS 2176 THE BENTLEY
STRATA COUNCIL MEETING MINUTES
WEDNESDAY, MARCH 22, 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 6:10 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held January 31, 2023. **CARRIED**

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

(2) FINANCIALS

The treasurer reported that, after one adjustment is made, the statements to the end of February are satisfactory, and will be posted on the strata website.

It was **MOVED/SECONDED** to approve the January & February financials. **CARRIED**

Snow Services

This season, the Strata contracted Snow Queen Enterprises to do this work, the same company that has serviced the Sinclair for years. This year's long extended winter season began with some very cold days in December and continued in February, with some bad snow days as well. The Strata wants to disclose to the owners that since late November to date, we have paid about \$15,000 for these services. It is important to

note that all these services are contracted in order to protect any owners or guests from accidents like slip and falls. Liability insurance requires that these services be performed in accordance with our contract with Snow Queen.

(3) BUSINESS ARISING FROM PREVIOUS BUSINESS

The Council has been working with the Strata Manager for a long time testing plumbing options that would at least minimize fluctuations in hot water supply and water pressure. Council is committed to keep trying alternatives until a solution is found.

Peter, from Citywide, who attended the January Council meeting, suggested that we try installing additional hot water tanks in the 7th and 14th floor water rooms at a cost of about \$5000 each. In March, the 7th floor tank was installed and has since eliminated many of the early morning lack of hot water issues on floors 1-7. Another hot water tank will now be scheduled for installation on the 14th floor to complete this upgrading project.

Membrane Repair at Front of the Building

We have been monitoring the success of the membrane repair work completed last year. There has been a very significant reduction of water ingress seen along the underside of the parkade ramp.

Additional phases of this membrane project work are slated for further discussion at the June Council meeting. These future phases to be considered will include: 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) removing the first 3 rows of pavers at the top of the ramp to reapply new membrane to the transition where these pavers meet the concrete slab of the entrance ramp, e) 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. The Strata will be reviewing proposals from the landscape contractor for the replanting of those areas.

In addition, the landscaper has submitted a proposal for adding nutrient rich top soil to all landscaping areas of the common property. This soil treatment is referred to as "soil amender" and the cost will be about \$10,000. The funding for this soil treatment will be included in the capital projects to be presented at this year's Annual General Meeting.

Black Tie Exterior Cleaning

Weather permitting, the tentative schedule is for exterior cleaning to begin Monday May 8th or 15th.

(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.

Correspondence related issues reviewed at this meeting included: a) a noise complaint, b) the lack of hot water, specifically in the early mornings, c) smoking complaints, d) difficulty with connections to the enterphone system, e) the need for Visitor Parking Enforcement, and f) **confirmation to owners that short term vacation rentals, like AirBB and VRBO are prohibited, in accordance to the Bylaws.**

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 778 578-4445

(5) NEW BUSINESS

Annual General Meeting Planning and Proposed Budget

We will be holding this year's AGM in the amenity room. The AGM is scheduled for Wednesday, April 19, 2023. The full AGM Agenda package will be mailed out to all owners at the end of March.

The proposed 2023-2024 budget does NOT include a strata fee increase.

Interior Decorating Upgrading Project

Council has now received two quotes for the common area re-carpeting, both in the \$80,000 range. The comprehensive upgrading project will also include replacing the wallpaper in the common areas and upgrading the furniture in the lobby and amenity room.

This project work is at least a year or two away. Currently, we have \$75,000 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 is being reviewed for implementation.

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

(6) ADJOURNMENT

There being no further business, the meeting was terminated at 8:10 p.m.

On behalf of the Strata Council BCS 2176

Don Cook

Senior Strata Manager

don@crpm.ca 778 578-4445 CrossRoads Management Ltd.

**BCS 2176 - THE BENTLEY
ANNUAL GENERAL MEETING MINUTES
APRIL 19, 2023**

**LOCATION: AMENITY ROOM AT
THE BENTLEY 295 GUILDFORD
WAY, PORT MOODY**

STRATA COUNCIL 2023/2024

PRESIDENT: DOUG B.

VICE PRESIDENT: JANICE W.

TREASURER: DOUG M.

**COUNCIL
GORD M., LILIAN Z., SANDI M.,
EVE K.**

STRATA MANAGER

Don Cook; E-Mail: don@crpm.ca

**CROSSROADS MANAGEMENT
LTD.**

#215 – 7455 – 132nd STREET

SURREY, B.C. V3W 1J8

Phone: (778) 578-4445

Fax: (778) 578-4447

EMERGENCY CONTACT

24 HOUR SERVICE

(778) 578-4445

REGISTRATION / CERTIFICATION OF PROXY

39 owners were present in person at registration and 19 represented by Proxies, for a total of 58 owners represented in person or by Proxy.

CALL TO ORDER:

The meeting was called to order at 6:30 p.m.

ELECT A CHAIR:

As allowed by *the Strata Property Act of British Columbia*, the Strata Manager may Chair the meeting.

It was **MOVED/SECONDED** to have Mr. Don Cook, the Strata Manager, Chair the meeting. **MOTION CARRIED**

DETERMINATION OF QUORUM

The number needed for a quorum is 46, or 1/3 of the total number of owners. As the total number of owners represented in person or by Proxy was 58, quorum was reached.

PROOF OF NOTICE OF MEETING:

The Strata Manager stated that the AGM Notice had been mailed to all owners from the Crossroads Management office on March 29, 2023. This mailing complied with the Notice requirements of the Strata Act. The Notice was also posted on the Strata website.

Approval of last year's Annual General Meeting Minutes

The strata manager explained that in accordance with the Strata Act, owners must at this meeting approve the AGM Minutes from May 11, 2022. The strata manager explained the vetting process that took place last year, stating these minutes had already been reviewed by Council prior to distribution. **A motion was made to Vote on the Approval of the May 11, 2023 AGM minutes and was almost unanimously approved. Carried.**

REPORT ON INSURANCE:

The Strata Corporation Insurance Certificate was distributed with the Notice of the AGM. This certificate should be retained, as it may be required for renewing/purchasing your condo insurance. (See certificate attached).

All owners are reminded that they should have their own personal unit insurance. Even if they have stipulated that their tenants have insurance, tenants' insurance will only cover their personal contents. In accordance with the Strata Bylaws, the owner of the strata lot is personally responsible for water damage incidents that affect their unit as well as any other affected unit. When owners renew their policy, they should definitely show their insurers the Bentley's policy and ensure that their deductible amounts match those of the Strata's policy, particularly the \$25,000 water claim deductible. Owners should also make sure that any upgrades made to their unit are properly insured.

Owner's should also discuss Earthquake Insurance with their insurance broker to ensure that they are protected against a potential Strata Policy 10% deductible assessment, calculated by unit entitlement for each unit, should the Bentley be damaged or destroyed by an earthquake (see attached table).

Financial Report – Year End February 28th, 2023

The Treasurer and the Strata Manager both answered questions and provided comments regarding the year-end Balance Sheet amount totals.

RESOLUTION “A” CAPITAL PROJECTS PREAMBLE

In preparing the budget for each fiscal year, funds are allocated for Repairs and Maintenance to cover expenses in this category that are expected to occur during the year and which can be estimated with considerable accuracy. However, there are other large maintenance projects, which, although foreseeable, occur less frequently. The exact time when expenditures on these projects will be required is uncertain and they sometimes span several years and require different expenditures from year to year. In order avoid large budget variances from year to year, the council asks owners to approve the transfer of funds from the Contingency Reserve Fund into the Capital Projects Fund so that they are available to finance such projects when the need arises.

In order to minimize levies to the owners, the Council has been financially proactive, right from the early years, by setting funds aside for future project work. The most recent examples are the completion of the security system upgrading, at a cost of \$43,061, and the painting of the building in 2018 without the need for a levy. At the end of the 2022/23 fiscal year, the owners had a net balance of approximately \$894,000 accumulated in the Contingency Reserve Fund (CRF).

As necessary capital projects for the next fiscal year or for later years are identified, Council moves the funds needed to carry out these projects from the general Contingency Reserve Fund to specific Capital Projects Funds. At the Annual General Meeting at the beginning of each fiscal year, owners are asked to approve the spending of the amounts in the Capital Projects Funds for the projects identified. This process has the advantage of better controlling contingency fund expenditures and making the ownership aware of the capital projects that are being contemplated.

This year, Resolution "A" is being presented to ask the owners to approve spending of a total of \$90,000 in CRF funds for Capital Projects as listed below:

- \$40,000 for capital projects expected to be undertaken this fiscal year which include replacement of failed windows, required plumbing and mechanical upgrades and replacements, and measures needed to upgrade and enhance the health and appearance of our landscaping
- \$20,000 to contribute to the fund for repairs to the parking garage membrane
- \$30,000 to contribute to the fund for re-carpeting hallways and replacing wallpaper

RESOLUTION “A” - MAJORITY VOTE - CAPITAL SPENDING

Whereas the Strata Corporation proposes to spend or set aside \$90,000 from the Capital Reserve Fund for the above referenced capital projects in 2023/2024,

Be it therefore resolved, by a majority vote of the Owners, Strata Plan BCS 2176 (the “Strata Corporation”), at this General Meeting held April 19, 2023, to authorize the spending of \$90,000 from the Contingency Reserve Fund for the above referenced three capital projects. Once projects are completed, any excess funds shall be returned to the Contingency Reserve Fund.

A motion was made to Vote on the Resolution and was almost unanimously approved. Carried.

PROPOSED BUDGET 2023-2024

The continued support by the owners for budget funding, as being proposed, sustains the proactive, ongoing maintenance that is being performed so that the replacement time line for major building restoration projects is

pushed out into the future. If the owners continue to support a budget like that proposed at this year's AGM, future levies and major maintenance costs will be minimized.
The Strata Manager noted that approval requires a Majority Vote approval, not a ¾ Vote approval.

Some owner questions were answered by both the Treasurer and the Strata Manager.
It was Motioned / Seconded to move the Budget to Vote. The Vote was taken by a show of Voting cards. The Strata Manager counted the approved Votes and declared that the Budget passed.
CARRIED

ELECTION OF COUNCIL

The Strata Manager then noted that it was the obligation of the Ownership represented in person and by Proxy to elect 3 Council members. It was explained that, in accordance with the Bylaws, Council members are elected to a 2-year term. This year, there are 3 Council members ending their 2-year term and seeking re-election. The other 4 Council members, being elected last year, will continue on Council.

The Owners were informed that additional Council nominations to the Strata Council were possible and requested nominations from the owners attending.

There being no further nominations, it was **MOVED AND SECONDED** to close nominations. **MOTION CARRIED**

The Strata Council nominees are Eve K., Sandi M. and Lilian Z.

The Strata Manager explained that every Council nomination must be Voted upon individually, and receive a Majority Vote Approval from, the owners, to be elected to the Strata Council. The Strata Manager identified each of the nominees and a Vote by a show of Voting cards was held. The 3 nominees were elected to the Strata Council. MOTION CARRIED

The current Council and position designations are as they appear on the first page of these minutes.

The owner's expressed their appreciation of the Strata Council's involvement and of how much volunteer work is undertaken. A loud round of applause was received. The Strata Manager also thanked the Council for their commitment and collaboration with managing Strata Business. The Strata Manager was then thanked by the Council for his efforts on behalf of the Bentley.

New business / General Discussion

Topics that were brought forward for consideration to the newly elected Strata Council included;

- Complex tree trimming, specifically along the back near the first floor units**
- Community Garden**
- Package delivery security**
- Composting**
- Resident responsibilities regarding sorting recycling and not dumping items that should be taken to the appropriate local recycling facility.**

TERMINATION OF MEETING

It was **MOVED/SECONDED** to terminate the meeting. **CARRIED.** The meeting was terminated at 7:30 PM.

Respectfully submitted on behalf of the Strata Council

Don Cook, Senior Strata Manager, Crossroads Management Ltd.



HUB International Insurance Brokers

500 Victoria Street
Prince George, BC V2L2J9
Ph: (250) 564-2211 Fax: (250) 563-4219

Insurance Summary

Named Insured: The Owners of Strata Plan BCS2176 o/a The Bentley

Mailing Address: c/o 215 - 7455 132nd Street
Surrey BC V3W 1J8

Insurer: Insurers as arranged by HUB International Canada West ULC

Policy No: BSP03386

Description of Operations: 22 Storey High Rise Condo Complex


Location of Risk: 295 Guildford Way, Port Moody, BC

Coverage & Policy Form(s): **AS PER THE ATTACHED SUMMARY OF COVERAGE**

Term: **March 1, 2023 to March 1, 2024**
12:01 a.m. Standard Time at the above mailing address or until cancelled, replaced by a policy or an endorsement thereto.

Conditions: As per terms, conditions, wordings, deductibles and exclusions of insuring Company's policy to be issued.

HUB International Insurance Brokers



Per: _____
Jennifer Rebinsky, CAIB

Date: February 28, 2023

This document is intended for use as evidence that the insurance described above has been effected, against which Underwriter's certificate or policy will be duly issued where upon this cover note is automatically terminated. Immediate advice must be given of any discrepancies, inaccuracies or necessary changes.

THIS POLICY CONTAINS A CLAUSE WHICH LIMITS THE AMOUNT PAYABLE.



ATTACHED TO AND FORMING PART OF INSURANCE SUMMARY

COMMERCIAL PROPERTY:

Building:	\$	63,000,000
Underground Utilities Extension	\$	Included
Blanket Glass Endorsement	\$	Included
Key and Lock Replacement	\$	25,000
Additional Living Expense	\$	50,000
- Max/Unit Owner Occupied – Aggregate	\$	100,000
Subject to:		
- Broad Form Wordings		
- 90% Co-Insurance Clause and Stated Amount Co-Insurance Clause		
- Replacement Cost		
- \$10,000 Deductible per loss occurrence except for		
- \$25,000 Deductible for Sewer Backup/Water Damage		
- 10%/Min. \$250,000 Deductible for Earthquake		
- \$25,000 Deductible for Flood		
- \$250 Deductible for Blanket Glass/Key and Lock Replacement		

CRIME COVERAGE:

Employee Dishonesty: Form A	\$	10,000
Money and Securities	\$	10,000
Forgery or Alteration	\$	10,000
Money Orders/Counterfeit Paper Currency	\$	10,000
Credit Card Forgery	\$	10,000
Social Engineering	\$	5,000
Subject to:		
- NIL Deductible		

EQUIPMENT BREAKDOWN COVERAGE:

\$ Included

Subject to:		
- Standard Comprehensive form		
- Deductible: \$1,000		

TERRORISM COVERAGE:

\$ 500,000

Subject to:		
- Deductible: \$1,000		

COMMERCIAL GENERAL LIABILITY:

Limit of Liability, Each Occurrence	\$	10,000,000
Products/Completed Operations, Aggregate	\$	10,000,000
Advertising Liability/Personal Injury Liability	\$	10,000,000
Tenants Legal Liability, any one premises	\$	500,000
SPF #6 – Non-Owned Automobile Liability	\$	10,000,000
Medical Payments		
Per Person	\$	2,500
Per Accident	\$	25,000
SEF #94 – Legal Liability for Damage to Hired Automobiles	\$	50,000
SEF #96 – Contractual Liability Endorsement	\$	Include
SEF #99 – Excluding Long Term Leased Vehicle Endorsement	\$	Included
Subject to:		
- \$1,000 Deductible		

BCS 2176 The Bentley

Earthquake Insurance Deductible Liability

March 1, 2023 to February 29, 2024

Insured value: \$63,000,000 Earthquake deductible: \$6,300,000 (10%)

Strata Lot	Unit No.	U/E	Amount	Strata Lot	Unit No.	U/E	Amount	Strata Lot	Unit No.	U/E	Amount	Strata Lot	Unit No.	U/E	Amount
1	101	117	\$51,974	36	606	117	\$51,974	71	1106	117	\$51,974	106	1606	117	\$51,974
2	102	87	\$38,648	37	607	90	\$39,980	72	1107	90	\$39,980	107	1607	90	\$39,980
3	201	99	\$43,978	38	701	102	\$45,311	73	1201	102	\$45,311	108	1701	102	\$45,311
4	202	84	\$37,315	39	702	84	\$37,315	74	1202	84	\$37,315	109	1702	84	\$37,315
5	203	99	\$43,978	40	703	102	\$45,311	75	1203	102	\$45,311	110	1703	102	\$45,311
6	204	89	\$39,536	41	704	89	\$39,536	76	1204	89	\$39,536	111	1704	89	\$39,536
7	205	117	\$51,974	42	705	117	\$51,974	77	1205	117	\$51,974	112	1705	117	\$51,974
8	206	117	\$51,974	43	706	117	\$51,974	78	1206	117	\$51,974	113	1706	117	\$51,974
9	207	90	\$39,980	44	707	90	\$39,980	79	1207	90	\$39,980	114	1707	90	\$39,980
10	301	99	\$43,978	45	801	102	\$45,311	80	1301	102	\$45,311	115	1801	102	\$45,311
11	302	84	\$37,315	46	802	84	\$37,315	81	1302	84	\$37,315	116	1802	84	\$37,315
12	303	99	\$43,978	47	803	102	\$45,311	82	1303	102	\$45,311	117	1803	102	\$45,311
13	304	89	\$39,536	48	804	89	\$39,536	83	1304	89	\$39,536	118	1804	89	\$39,536
14	305	117	\$51,974	49	805	117	\$51,974	84	1305	117	\$51,974	119	1805	117	\$51,974
15	306	117	\$51,974	50	806	117	\$51,974	85	1306	117	\$51,974	120	1806	117	\$51,974
16	307	90	\$39,980	51	807	90	\$39,980	86	1307	90	\$39,980	121	1807	90	\$39,980
17	401	99	\$43,978	52	901	102	\$45,311	87	1401	102	\$45,311	122	1901	102	\$45,311
18	402	84	\$37,315	53	902	84	\$37,315	88	1402	84	\$37,315	123	1902	84	\$37,315
19	403	99	\$43,978	54	903	102	\$45,311	89	1403	102	\$45,311	124	1903	102	\$45,311
20	404	89	\$39,536	55	904	89	\$39,536	90	1404	89	\$39,536	125	1904	89	\$39,536
21	405	117	\$51,974	56	905	117	\$51,974	91	1405	117	\$51,974	126	1905	117	\$51,974
22	406	117	\$51,974	57	906	117	\$51,974	92	1406	117	\$51,974	127	1906	117	\$51,974
23	407	90	\$39,980	58	907	90	\$39,980	93	1407	90	\$39,980	128	1907	90	\$39,980
24	501	99	\$43,978	59	1001	102	\$45,311	94	1501	102	\$45,311	129	2003	144	\$63,968
25	502	84	\$37,315	60	1002	84	\$37,315	95	1502	84	\$37,315	130	2001	145	\$64,413
26	503	99	\$43,978	61	1003	102	\$45,311	96	1503	102	\$45,311	131	2002	173	\$76,851
27	504	89	\$39,536	62	1004	89	\$39,536	97	1504	89	\$39,536	132	2103	144	\$63,968
28	505	117	\$51,974	63	1005	117	\$51,974	98	1505	117	\$51,974	133	2101	144	\$63,968
29	506	117	\$51,974	64	1006	117	\$51,974	99	1506	117	\$51,974	134	2102	173	\$76,851
30	507	90	\$39,980	65	1007	90	\$39,980	100	1507	90	\$39,980	135	2203	144	\$63,968
31	601	102	\$45,311	66	1101	102	\$45,311	101	1601	102	\$45,311	136	2201	144	\$63,968
32	602	84	\$37,315	67	1102	84	\$37,315	102	1602	84	\$37,315	137	2202	173	\$76,851
33	603	102	\$45,311	68	1103	102	\$45,311	103	1603	102	\$45,311	U/E Total:	<u>14182</u>		
34	604	89	\$39,536	69	1104	89	\$39,536	104	1604	89	\$39,536	Total Deductible	\$6,300,000		
35	605	117	\$51,974	70	1105	117	\$51,974	105	1605	117	\$51,974				

BCS 2176 The Bentley

APPROVED OPERATING BUDGET

for the period from March 1, 2023 to February 29, 2024

INCOME

Strata Fees	\$	630,000
Interest Income		1,750
Key Income		1,500
Miscellaneous		1,250
Move In/Out Fees		3,500
TOTAL INCOME	\$	638,000

OPERATING EXPENSES

Repairs and Maintenance	\$	80,000
Snow Removal, Salting		10,000
Landscape Maintenance		24,698
Elevator Maintenance		36,000
Fire Equipment Maintenance		9,000
Cleaning and Janitorial		68,000
Alarm Monitoring		2,000
Electricity		40,000
Garbage and Recycling		30,000
Gas		45,000
Telephone & Internet		2,000
Insurance		123,868
Management Fees		45,434
Miscellaneous		7,000
TOTAL OPERATING EXPENSES	\$	523,000

CONTINGENCY RESERVE EXPENSES

Non-Segregated Reserves	\$	25,000
Capital Projects		40,000
Parkade Membrane Reserve Fund		20,000
Recarpeting Reserve Fund		30,000
TOTAL CRF EXPENSES	\$	115,000

TOTAL EXPENSES	\$	638,000
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BCS 2176 The Bentley

Approved Strata Fee Schedule

for the period from March 1, 2023 to February 29, 2024

(No increase from 2022-23)

Strata Lot	Unit No.	U/E	Operating Fund	CRF	Monthly Payment	Strata Lot	Unit No.	U/E	Operating Fund	CRF	Monthly Payment
1	101	117	\$354.06	\$79.06	\$433.12	36	606	117	\$354.06	\$79.06	\$433.12
2	102	87	\$263.27	\$58.79	\$322.06	37	607	90	\$272.35	\$60.82	\$333.17
3	201	99	\$299.59	\$66.90	\$366.49	38	701	102	\$308.67	\$68.93	\$377.59
4	202	84	\$254.20	\$56.76	\$310.96	39	702	84	\$254.20	\$56.76	\$310.96
5	203	99	\$299.59	\$66.90	\$366.49	40	703	102	\$308.67	\$68.93	\$377.59
6	204	89	\$269.33	\$60.14	\$329.47	41	704	89	\$269.33	\$60.14	\$329.47
7	205	117	\$354.06	\$79.06	\$433.12	42	705	117	\$354.06	\$79.06	\$433.12
8	206	117	\$354.06	\$79.06	\$433.12	43	706	117	\$354.06	\$79.06	\$433.12
9	207	90	\$272.35	\$60.82	\$333.17	44	707	90	\$272.35	\$60.82	\$333.17
10	301	99	\$299.59	\$66.90	\$366.49	45	801	102	\$308.67	\$68.93	\$377.59
11	302	84	\$254.20	\$56.76	\$310.96	46	802	84	\$254.20	\$56.76	\$310.96
12	303	99	\$299.59	\$66.90	\$366.49	47	803	102	\$308.67	\$68.93	\$377.59
13	304	89	\$269.33	\$60.14	\$329.47	48	804	89	\$269.33	\$60.14	\$329.47
14	305	117	\$354.06	\$79.06	\$433.12	49	805	117	\$354.06	\$79.06	\$433.12
15	306	117	\$354.06	\$79.06	\$433.12	50	806	117	\$354.06	\$79.06	\$433.12
16	307	90	\$272.35	\$60.82	\$333.17	51	807	90	\$272.35	\$60.82	\$333.17
17	401	99	\$299.59	\$66.90	\$366.49	52	901	102	\$308.67	\$68.93	\$377.59
18	402	84	\$254.20	\$56.76	\$310.96	53	902	84	\$254.20	\$56.76	\$310.96
19	403	99	\$299.59	\$66.90	\$366.49	54	903	102	\$308.67	\$68.93	\$377.59
20	404	89	\$269.33	\$60.14	\$329.47	55	904	89	\$269.33	\$60.14	\$329.47
21	405	117	\$354.06	\$79.06	\$433.12	56	905	117	\$354.06	\$79.06	\$433.12
22	406	117	\$354.06	\$79.06	\$433.12	57	906	117	\$354.06	\$79.06	\$433.12
23	407	90	\$272.35	\$60.82	\$333.17	58	907	90	\$272.35	\$60.82	\$333.17
24	501	99	\$299.59	\$66.90	\$366.49	59	1001	102	\$308.67	\$68.93	\$377.59
25	502	84	\$254.20	\$56.76	\$310.96	60	1002	84	\$254.20	\$56.76	\$310.96
26	503	99	\$299.59	\$66.90	\$366.49	61	1003	102	\$308.67	\$68.93	\$377.59
27	504	89	\$269.33	\$60.14	\$329.47	62	1004	89	\$269.33	\$60.14	\$329.47
28	505	117	\$354.06	\$79.06	\$433.12	63	1005	117	\$354.06	\$79.06	\$433.12
29	506	117	\$354.06	\$79.06	\$433.12	64	1006	117	\$354.06	\$79.06	\$433.12
30	507	90	\$272.35	\$60.82	\$333.17	65	1007	90	\$272.35	\$60.82	\$333.17
31	601	102	\$308.67	\$68.93	\$377.59	66	1101	102	\$308.67	\$68.93	\$377.59
32	602	84	\$254.20	\$56.76	\$310.96	67	1102	84	\$254.20	\$56.76	\$310.96
33	603	102	\$308.67	\$68.93	\$377.59	68	1103	102	\$308.67	\$68.93	\$377.59
34	604	89	\$269.33	\$60.14	\$329.47	69	1104	89	\$269.33	\$60.14	\$329.47
35	605	117	\$354.06	\$79.06	\$433.12	70	1105	117	\$354.06	\$79.06	\$433.12

BCS 2176 The Bentley

Approved Strata Fee Schedule

for the period from March 1, 2023 to February 29, 2024

(No increase from 2022-23)

Strata Lot	Unit No.	U/E	Operating Fund	CRF	Monthly Payment	Strata Lot	Unit No.	U/E	Operating Fund	CRF	Monthly Payment
71	1106	117	\$354.06	\$79.06	\$433.12	106	1606	117	\$354.06	\$79.06	\$433.12
72	1107	90	\$272.35	\$60.82	\$333.17	107	1607	90	\$272.35	\$60.82	\$333.17
73	1201	102	\$308.67	\$68.93	\$377.59	108	1701	102	\$308.67	\$68.93	\$377.59
74	1202	84	\$254.20	\$56.76	\$310.96	109	1702	84	\$254.20	\$56.76	\$310.96
75	1203	102	\$308.67	\$68.93	\$377.59	110	1703	102	\$308.67	\$68.93	\$377.59
76	1204	89	\$269.33	\$60.14	\$329.47	111	1704	89	\$269.33	\$60.14	\$329.47
77	1205	117	\$354.06	\$79.06	\$433.12	112	1705	117	\$354.06	\$79.06	\$433.12
78	1206	117	\$354.06	\$79.06	\$433.12	113	1706	117	\$354.06	\$79.06	\$433.12
79	1207	90	\$272.35	\$60.82	\$333.17	114	1707	90	\$272.35	\$60.82	\$333.17
80	1301	102	\$308.67	\$68.93	\$377.59	115	1801	102	\$308.67	\$68.93	\$377.59
81	1302	84	\$254.20	\$56.76	\$310.96	116	1802	84	\$254.20	\$56.76	\$310.96
82	1303	102	\$308.67	\$68.93	\$377.59	117	1803	102	\$308.67	\$68.93	\$377.59
83	1304	89	\$269.33	\$60.14	\$329.47	118	1804	89	\$269.33	\$60.14	\$329.47
84	1305	117	\$354.06	\$79.06	\$433.12	119	1805	117	\$354.06	\$79.06	\$433.12
85	1306	117	\$354.06	\$79.06	\$433.12	120	1806	117	\$354.06	\$79.06	\$433.12
86	1307	90	\$272.35	\$60.82	\$333.17	121	1807	90	\$272.35	\$60.82	\$333.17
87	1401	102	\$308.67	\$68.93	\$377.59	122	1901	102	\$308.67	\$68.93	\$377.59
88	1402	84	\$254.20	\$56.76	\$310.96	123	1902	84	\$254.20	\$56.76	\$310.96
89	1403	102	\$308.67	\$68.93	\$377.59	124	1903	102	\$308.67	\$68.93	\$377.59
90	1404	89	\$269.33	\$60.14	\$329.47	125	1904	89	\$269.33	\$60.14	\$329.47
91	1405	117	\$354.06	\$79.06	\$433.12	126	1905	117	\$354.06	\$79.06	\$433.12
92	1406	117	\$354.06	\$79.06	\$433.12	127	1906	117	\$354.06	\$79.06	\$433.12
93	1407	90	\$272.35	\$60.82	\$333.17	128	1907	90	\$272.35	\$60.82	\$333.17
94	1501	102	\$308.67	\$68.93	\$377.59	129	2003	144	\$435.76	\$97.31	\$533.07
95	1502	84	\$254.20	\$56.76	\$310.96	130	2001	145	\$438.79	\$97.98	\$536.77
96	1503	102	\$308.67	\$68.93	\$377.59	131	2002	173	\$523.52	\$116.90	\$640.42
97	1504	89	\$269.33	\$60.14	\$329.47	132	2103	144	\$435.76	\$97.31	\$533.07
98	1505	117	\$354.06	\$79.06	\$433.12	133	2101	144	\$435.76	\$97.31	\$533.07
99	1506	117	\$354.06	\$79.06	\$433.12	134	2102	173	\$523.52	\$116.90	\$640.42
100	1507	90	\$272.35	\$60.82	\$333.17	135	2203	144	\$435.76	\$97.31	\$533.07
101	1601	102	\$308.67	\$68.93	\$377.59	136	2201	144	\$435.76	\$97.31	\$533.07
102	1602	84	\$254.20	\$56.76	\$310.96	137	2202	173	\$523.52	\$116.90	\$640.42
103	1603	102	\$308.67	\$68.93	\$377.59	U/E Total:	<u>14182</u>				
104	1604	89	\$269.33	\$60.14	\$329.47	Monthly Totals:	\$42,916.67	\$9,583.33	\$52,500.00		
105	1605	117	\$354.06	\$79.06	\$433.12	Yearly Totals:	\$515,000.00	\$115,000.00	\$630,000.00		

**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.

(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 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 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 778 578-4445 CrossRoads Management Ltd.

**BCS 2176 THE BENTLEY
STRATA COUNCIL MEETING MINUTES
WEDNESDAY, OCTOBER 25, 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.**

**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 6:05 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held May 30, 2023. **CARRIED**

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

Council Resignation

Prior to this Council meeting, a long standing Council member, Eve submitted her resignation. She has accepted a promotion at work, which will take up significantly more of her time. She has been congratulated on her promotion and the Council will miss her contributions.

(2) FINANCIALS

The treasurer reported that, after some adjustments are made on the August financials, the statements to the end of August are satisfactory, and will be posted on the strata website. The September financials are fine as issued.

It was **MOVED/SECONDED** to approve the August & September financials. **CARRIED**

(3) BUSINESS ARISING

Interior Decorating Upgrading Project

Council have met with two designers and received their project management quotes for the entire project. Work will include common area re-carpeting, removal of wallpaper, and/or painting 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 \$250,000.00. Currently, we have about \$95,000 in the Interior Upgrading fund. Additional contributions to that fund will be proposed at the Annual General Meetings over the next two years.

At present, Council is considering three wall upgrade options – 1) paint over the existing wall paper, 2) strip off the old wall paper and paint the walls, and 3) strip off and replace the existing wall paper. To

evaluate options 1 and 2, a test wall at the end of the walkway to the right of the fitness room was selected. On that wall, on either side of the window, is what a painted wall would look like and what paint over top of the existing wall paper would look like. The strata manager will contact some painting contractors to better determine over all pricing for the three options.

(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.

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 VISITORS AND GUEST VEHICLES.

If you have questions about these parking assignments, please contact my office directly.
don@crpm.ca 778 578-4445

NEW BUSINESS

Fitness Equipment

The fitness equipment was recently serviced and the technician recommended about \$1800 dollars in maintenance repairs. The Council approved the quote to proceed with these repairs.

Snow Services

The strata manager obtained 3 quotes for snow servicing this upcoming season. The Council discussed the quotes and directed the strata manager to confirm a contract with Snow Queen, last year's service provider.

Grated Pits

Each year the strata hires a contractor to clear out the leaves and debris from the dozen or so grated pits around the property. This work was approved for scheduling in November.

(6) ADJOURNMENT

There being no further business, the meeting was terminated at 7:32 p.m.

On behalf of the Strata Council BCS 2176

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