

**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.

(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 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 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 2nd 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 29th.

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 2nd tank, which is now 16 years old. The council agreed and approved that the 2nd 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 2nd bid. The strata's plumbing company, Citywide, has always been very competitive with their pricing and it is anticipated that the 2nd 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 2nd 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 778 578-4445 CrossRoads Management Ltd.

**BCS 2176 THE BENTLEY
STRATA COUNCIL MEETING MINUTES
WEDNESDAY, MARCH 20, 2024**

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., Lilian Z. Regrets; Sandi M.

PROPERTY MANAGER

Don Cook, CrossRoads Management

(1) CALL TO ORDER & APPROVAL OF MINUTES

It was **MOVED/SECONDED** to call the meeting to order at 6:06 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held January 17, 2024. **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 the statements of December 2023 – February 2024 are satisfactory and have been posted on the strata website.

It was **MOVED/SECONDED** to approve these financials.
CARRIED

(3) BUSINESS ARISING

Interior Decorating Upgrading Project

This project work is at least a year or two away. The total cost is expected to be in excess of \$300,000.00. Currently, we have about \$105,000 in the Interior Upgrading fund. At the Annual General Meeting, to be scheduled in April, additional contributions to that fund over the next few years will be proposed and Council would also 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 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 778 578-4445

(5) NEW BUSINESS

Bicycle Storage

As previously reported: "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"

At this time, we would like to have owners contact the Strata Manager, at don@crpm.ca, if they are wanting to move their bike from one of the bike rooms into their parking stall. Don will compile these requests to determine the interest. In anticipation of allowing bike storage in parking stalls, the strata manager has made connections with contractors regarding various secured storage options. If parking stall bike storage is approved, an owner would need to a) apply for permission first and use a Strata approved storage system, b) ensure that any bikes being stored in a parking stall not cause any vehicle also in that parking stall to stick out into the driveway to the point of interfering with traffic and other owners parking, and c) agree that bikes kept in stalls would be at owner's risk.

December 2nd Flood Incident

The Strata Council is aware how stressful this period has been for so many owners. The Strata Insurance adjuster has been working closely with the Strata Manager on compiling updated unit repair reports. Contractors have now been able to complete repairs on many of the affected units. A few of the large loss claims are still in progress.

The Strata Manager and available Council members recently met with the building plumber and Fire Protection technician. We now have first-hand knowledge of the proper and efficient complete building water shut down procedure. In addition, we know how to isolate & shut off the sprinkler system to any given floor in the event of an accidental incident that sets the system off on a floor.

The Council had requested that the strata plumbing contractor, Citywide, advise us on any further proactive measures that could be taken to safeguard against a similar incident from happening. They have advised that, while a 14th floor unit is still under renovations, the recirculation piping line which failed causing the Dec 2nd flooding could easily be replaced. Council approved to have this procedure done.

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. This work will be completed in April.

The repairs to water damaged elevator components will be completed 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 on any given day with the elevator restored to service between 5pm of that day and 9am the following morning.

Strata Insurance Renewal

On March 1st, the strata insurance was renewed with HUB. Due to the large loss still in process, other insurance companies declined to quote this year. The renewal information has been on the website for owners to review and seek guidance from their personal insurance brokers regarding their coverages. The strata insurance premium increased from \$124 K last year to the March 2024 renewal at \$182 K. The water damage deductible on the strata policy went from \$25,000 to \$100,000.

Fire Protection Device Follow Up Inspections

On March 19th City Fire attended to the re-inspection of any units missed during the January 23 initial inspection date. On March 19th they also replaced some devices they identified back in January as requiring upgrading. Fire extinguishers and other common area fire protection equipment were tested and or replaced as needed.

Back Ground Benches

The Strata manager will obtain quotes to refinish and paint the 5 benches situated along the common area at the back of the building.

Proposed Budget & Annual General Meeting Planning

Due to another year of increases in all utilities and this significant increase in insurance costs, there will be about a 10% increase in everyone's monthly strata fees presented at then AGM.

The AGM Notice will be sent out no later than March 28, with the AGM planned for April 17th.

The AGM will be held onsite this year in the amenity room.

(6) ADJOURNMENT

There being no further business, the meeting was terminated at 7:30 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 17, 2024**

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

STRATA COUNCIL 2024/2025

PRESIDENT: DOUG B.

VICE PRESIDENT: JANICE W.

TREASURER: DOUG M.

**COUNCIL
GORD M., LILIAN Z., SANDI M.,
GARY W.**

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

52 owners were present in person at registration and 32 represented by Proxies, for a total of 84 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 84, 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 27, 2024. 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 at this meeting must approve the AGM Minutes from April 19, 2023. 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 April 19, 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 originate in their strata lot that affect their unit as well as any other 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 \$100,000 water claim deductible. Owners should also make sure that any upgrades made to their unit are properly insured.

Owners 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, 2024

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 to 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.

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 \$70,000 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 and common areas.
- \$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 \$70,000 from the Capital Reserve Fund for the above referenced capital projects in 2024/2025,

Be it therefore resolved, by a majority vote of the Owners, Strata Plan BCS 2176 (the “Strata Corporation”), at this General Meeting held April 17, 2024, to authorize the spending of \$70,000 from the Contingency Reserve Fund for the above referenced two 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 2024-2025

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 4 Council members ending their 2-year term and seeking re-election. The other 2 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. At this time, Gary White put his name forward as a nominee.

There being no further nominations, it was MOVED AND SECONDED to close nominations. MOTION CARRIED. The Strata Council nominees were announced as Doug Burton, Doug Mills, Janice Woodrow, Gord McGougan and Gary White.

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 5 nominees were elected to the Strata Council for a 2-year term. MOTION CARRIED

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

The owners expressed their appreciation of the Strata Council's involvement and of how much volunteer work they undertake. A loud round of applause was received. The Strata Manager also thanked the Council for their commitment and collaboration with managing Strata Business.

New business / General Discussion

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

- **Plumbing leaks – proactive & preventative measures to be taken**
- **Bike storage in parking stalls**
- **Resident responsibilities regarding proper recycling of appropriate items and not dumping items that should be taken to the appropriate local recycling facility.**
- **Carpet Replacement Project – a request that this project be expedited**
- **Composting**
- **Possible replacement of old Gym equipment**
- **Elevator pads removal**

The strata manager explained the operation of the Crossroads emergency line and how there was a delay in reaching him on the morning of the December 2nd flood. In the event of a flood or fire emergency at the Bentley, the Fire Dept is dispatched automatically as well as a plumber and restorations company. If the assigned strata manager cannot be reached, the operator will go down a list calling until they make contact with another strata manager to assist with the event. The Crossroads emergency line is the same as our office number 778 578-4445. When our office is closed, our phones switch over to live operators at the emergency call centre.

TERMINATION OF MEETING

The meeting was casually terminated at 8:20 PM. Respectfully submitted on behalf of the Strata Council Don Cook, Senior Strata Manager, Crossroads Management Ltd.



PROPOSAL FOR THE OWNERS OF STRATA PLAN BCS2176 O/A THE BENTLEY

Property Location: 295 Guildford Way, Port Moody, BC

Renewal Date: March 1, 2024

Strata Description: 22 Storey High Rise

INSURING AGREEMENTS	DEDUCTIBLES	LIMITS (\$)
PROPERTY COVERAGE		
Property, All Risks, Replacement Cost	\$10,000	\$70,752,000
90% Co-Insurance		Included
Stated Amount Co-Insurance <i>(Subject to Statement of Values & Appraisal 2 years or newer)</i>		Included
Underground Services from Structures to Lot Line		Included
Water Damage	\$100,000	Included
Backup of Sewers, Sumps, Septic Tanks or Drains	\$100,000	Included
Earthquake Damage	10%/Min. \$250,000	Included
Flood Damage	\$25,000	Included
Wharves, Docks, Floats and Piers		n/a
Strata Equipment		n/a
BLANKET EXTERIOR GLASS INSURANCE	\$250	Included
EQUIPMENT BREAKDOWN (BOILER & MACHINERY)		
Direct Damage Limit per Accident, Replacement Cost	\$1,000	Property Limit
Business Interruption/Extra Expense		
CRIME		
Coverage I – Employee Dishonesty – Form A – <i>Aggregate</i>		\$1,000,000
Coverage II – Money & Securities – <i>Aggregate</i>		\$10,000
Coverage III, IV and V – Forgery & Alteration, Money Orders & Counterfeit Paper Currency, Credit Card Forgery – <i>Aggregate Limit each</i>	Nil	\$10,000
Social Engineering Fraud		\$5,000
TERRORISM		
Protection for Property Damage due to an Act of Terrorism or Sabotage	\$1,000	\$500,000
COMMERCIAL GENERAL LIABILITY		
Each Occurrence Limit	\$1,000	\$10,000,000
Coverage A - Bodily Injury & Property Damage Liability - <i>Per Occurrence</i>		\$10,000,000
Products & Completed Operations – <i>Aggregate</i>		\$10,000,000
SEF #6 Non-Owned Automobile – <i>Per Occurrence</i>		\$10,000,000
SEF #94 Legal Liability for Damage to Hired Auto – <i>Per Occurrence</i>		\$50,000
Limited Pollution Liability – <i>Aggregate Limit</i>		\$1,000,000
Employee Benefit Liability – <i>Aggregate Limit</i>		\$1,000,000
EXCESS LIABILITY		n/a
DIRECTORS & OFFICERS LIABILITY		
Claims-Made Form		\$5,000,000
Discrimination Defense– <i>Aggregate \$25,000</i>	Nil	\$10,000
EXCESS DIRECTORS & OFFICERS LIABILITY		n/a
UMBRELLA LIABILITY		n/a
VOLUNTEER ACCIDENT INSURANCE		
Principal Sum	\$500	\$100,000
Aggregate Limit		\$2,500,000
LEGAL EXPENSE		
Enhanced Coverage Plus – Claims Made Basis		\$250,000
Aggregate Limit	Nil	\$1,000,000
CYBER	\$500	\$50,000

BCS 2176 The Bentley

Earthquake Insurance Deductible Liability

March 1, 2024 to February 28, 2025

Insured value: \$70,752,000 Earthquake deductible: \$7,075,200 (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	\$58,370	36	606	117	\$58,370	71	1106	117	\$58,370	106	1606	117	\$58,370
2	102	87	\$43,403	37	607	90	\$44,900	72	1107	90	\$44,900	107	1607	90	\$44,900
3	201	99	\$49,390	38	701	102	\$50,886	73	1201	102	\$50,886	108	1701	102	\$50,886
4	202	84	\$41,906	39	702	84	\$41,906	74	1202	84	\$41,906	109	1702	84	\$41,906
5	203	99	\$49,390	40	703	102	\$50,886	75	1203	102	\$50,886	110	1703	102	\$50,886
6	204	89	\$44,401	41	704	89	\$44,401	76	1204	89	\$44,401	111	1704	89	\$44,401
7	205	117	\$58,370	42	705	117	\$58,370	77	1205	117	\$58,370	112	1705	117	\$58,370
8	206	117	\$58,370	43	706	117	\$58,370	78	1206	117	\$58,370	113	1706	117	\$58,370
9	207	90	\$44,900	44	707	90	\$44,900	79	1207	90	\$44,900	114	1707	90	\$44,900
10	301	99	\$49,390	45	801	102	\$50,886	80	1301	102	\$50,886	115	1801	102	\$50,886
11	302	84	\$41,906	46	802	84	\$41,906	81	1302	84	\$41,906	116	1802	84	\$41,906
12	303	99	\$49,390	47	803	102	\$50,886	82	1303	102	\$50,886	117	1803	102	\$50,886
13	304	89	\$44,401	48	804	89	\$44,401	83	1304	89	\$44,401	118	1804	89	\$44,401
14	305	117	\$58,370	49	805	117	\$58,370	84	1305	117	\$58,370	119	1805	117	\$58,370
15	306	117	\$58,370	50	806	117	\$58,370	85	1306	117	\$58,370	120	1806	117	\$58,370
16	307	90	\$44,900	51	807	90	\$44,900	86	1307	90	\$44,900	121	1807	90	\$44,900
17	401	99	\$49,390	52	901	102	\$50,886	87	1401	102	\$50,886	122	1901	102	\$50,886
18	402	84	\$41,906	53	902	84	\$41,906	88	1402	84	\$41,906	123	1902	84	\$41,906
19	403	99	\$49,390	54	903	102	\$50,886	89	1403	102	\$50,886	124	1903	102	\$50,886
20	404	89	\$44,401	55	904	89	\$44,401	90	1404	89	\$44,401	125	1904	89	\$44,401
21	405	117	\$58,370	56	905	117	\$58,370	91	1405	117	\$58,370	126	1905	117	\$58,370
22	406	117	\$58,370	57	906	117	\$58,370	92	1406	117	\$58,370	127	1906	117	\$58,370
23	407	90	\$44,900	58	907	90	\$44,900	93	1407	90	\$44,900	128	1907	90	\$44,900
24	501	99	\$49,390	59	1001	102	\$50,886	94	1501	102	\$50,886	129	2003	144	\$71,840
25	502	84	\$41,906	60	1002	84	\$41,906	95	1502	84	\$41,906	130	2001	145	\$72,338
26	503	99	\$49,390	61	1003	102	\$50,886	96	1503	102	\$50,886	131	2002	173	\$86,307
27	504	89	\$44,401	62	1004	89	\$44,401	97	1504	89	\$44,401	132	2103	144	\$71,840
28	505	117	\$58,370	63	1005	117	\$58,370	98	1505	117	\$58,370	133	2101	144	\$71,840
29	506	117	\$58,370	64	1006	117	\$58,370	99	1506	117	\$58,370	134	2102	173	\$86,307
30	507	90	\$44,900	65	1007	90	\$44,900	100	1507	90	\$44,900	135	2203	144	\$71,840
31	601	102	\$50,886	66	1101	102	\$50,886	101	1601	102	\$50,886	136	2201	144	\$71,840
32	602	84	\$41,906	67	1102	84	\$41,906	102	1602	84	\$41,906	137	2202	173	\$86,307
33	603	102	\$50,886	68	1103	102	\$50,886	103	1603	102	\$50,886	U/E Total: <u>14182</u>			
34	604	89	\$44,401	69	1104	89	\$44,401	104	1604	89	\$44,401	Total Deductible	\$7,075,200		
35	605	117	\$58,370	70	1105	117	\$58,370	105	1605	117	\$58,370				

BCS 2176 The Bentley

APPROVED OPERATING BUDGET

for the period from March 1, 2024 to February 28, 2025

INCOME

Strata Fees	\$	693,000
Interest Income		2,500
Key Income		1,500
Miscellaneous		1,000
Move In/Out Fees		2,000
TOTAL INCOME	\$	700,000

OPERATING EXPENSES

Repairs and Maintenance	\$	80,000
Landscape Maintenance		22,020
Snow Removal, Salting		10,000
Elevator Maintenance		34,000
Fire Equipment Maintenance		10,000
Cleaning and Janitorial		74,000
Alarm Monitoring		2,000
Electricity		50,000
Garbage and Recycling		32,000
Gas		50,000
Telephone & Internet		3,000
Insurance		182,046
Management Fees		45,434
Miscellaneous		5,500
TOTAL OPERATING EXPENSES	\$	600,000

CONTINGENCY RESERVE EXPENSES

Non-Segregated Reserves	\$	30,000
Capital Projects		40,000
Recarpeting Reserve Fund		30,000
TOTAL CRF EXPENSES	\$	100,000

TOTAL EXPENSES	\$	700,000
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BCS 2176 The Bentley

Approved Strata Fee Schedule

for the period from March 1, 2024 to February 28, 2025

(10% increase from 2023-24)

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	\$407.68	\$68.75	\$476.43	36	606	117	\$407.68	\$68.75	\$476.43
2	102	87	\$303.15	\$51.12	\$354.27	37	607	90	\$313.60	\$52.88	\$366.49
3	201	99	\$344.96	\$58.17	\$403.13	38	701	102	\$355.42	\$59.94	\$415.35
4	202	84	\$292.69	\$49.36	\$342.05	39	702	84	\$292.69	\$49.36	\$342.05
5	203	99	\$344.96	\$58.17	\$403.13	40	703	102	\$355.42	\$59.94	\$415.35
6	204	89	\$310.12	\$52.30	\$362.41	41	704	89	\$310.12	\$52.30	\$362.41
7	205	117	\$407.68	\$68.75	\$476.43	42	705	117	\$407.68	\$68.75	\$476.43
8	206	117	\$407.68	\$68.75	\$476.43	43	706	117	\$407.68	\$68.75	\$476.43
9	207	90	\$313.60	\$52.88	\$366.49	44	707	90	\$313.60	\$52.88	\$366.49
10	301	99	\$344.96	\$58.17	\$403.13	45	801	102	\$355.42	\$59.94	\$415.35
11	302	84	\$292.69	\$49.36	\$342.05	46	802	84	\$292.69	\$49.36	\$342.05
12	303	99	\$344.96	\$58.17	\$403.13	47	803	102	\$355.42	\$59.94	\$415.35
13	304	89	\$310.12	\$52.30	\$362.41	48	804	89	\$310.12	\$52.30	\$362.41
14	305	117	\$407.68	\$68.75	\$476.43	49	805	117	\$407.68	\$68.75	\$476.43
15	306	117	\$407.68	\$68.75	\$476.43	50	806	117	\$407.68	\$68.75	\$476.43
16	307	90	\$313.60	\$52.88	\$366.49	51	807	90	\$313.60	\$52.88	\$366.49
17	401	99	\$344.96	\$58.17	\$403.13	52	901	102	\$355.42	\$59.94	\$415.35
18	402	84	\$292.69	\$49.36	\$342.05	53	902	84	\$292.69	\$49.36	\$342.05
19	403	99	\$344.96	\$58.17	\$403.13	54	903	102	\$355.42	\$59.94	\$415.35
20	404	89	\$310.12	\$52.30	\$362.41	55	904	89	\$310.12	\$52.30	\$362.41
21	405	117	\$407.68	\$68.75	\$476.43	56	905	117	\$407.68	\$68.75	\$476.43
22	406	117	\$407.68	\$68.75	\$476.43	57	906	117	\$407.68	\$68.75	\$476.43
23	407	90	\$313.60	\$52.88	\$366.49	58	907	90	\$313.60	\$52.88	\$366.49
24	501	99	\$344.96	\$58.17	\$403.13	59	1001	102	\$355.42	\$59.94	\$415.35
25	502	84	\$292.69	\$49.36	\$342.05	60	1002	84	\$292.69	\$49.36	\$342.05
26	503	99	\$344.96	\$58.17	\$403.13	61	1003	102	\$355.42	\$59.94	\$415.35
27	504	89	\$310.12	\$52.30	\$362.41	62	1004	89	\$310.12	\$52.30	\$362.41
28	505	117	\$407.68	\$68.75	\$476.43	63	1005	117	\$407.68	\$68.75	\$476.43
29	506	117	\$407.68	\$68.75	\$476.43	64	1006	117	\$407.68	\$68.75	\$476.43
30	507	90	\$313.60	\$52.88	\$366.49	65	1007	90	\$313.60	\$52.88	\$366.49
31	601	102	\$355.42	\$59.94	\$415.35	66	1101	102	\$355.42	\$59.94	\$415.35
32	602	84	\$292.69	\$49.36	\$342.05	67	1102	84	\$292.69	\$49.36	\$342.05
33	603	102	\$355.42	\$59.94	\$415.35	68	1103	102	\$355.42	\$59.94	\$415.35
34	604	89	\$310.12	\$52.30	\$362.41	69	1104	89	\$310.12	\$52.30	\$362.41
35	605	117	\$407.68	\$68.75	\$476.43	70	1105	117	\$407.68	\$68.75	\$476.43

BCS 2176 The Bentley

Approved Strata Fee Schedule

for the period from March 1, 2024 to February 28, 2025
(10% increase from 2023-24)

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	\$407.68	\$68.75	\$476.43	106	1606	117	\$407.68	\$68.75	\$476.43
72	1107	90	\$313.60	\$52.88	\$366.49	107	1607	90	\$313.60	\$52.88	\$366.49
73	1201	102	\$355.42	\$59.94	\$415.35	108	1701	102	\$355.42	\$59.94	\$415.35
74	1202	84	\$292.69	\$49.36	\$342.05	109	1702	84	\$292.69	\$49.36	\$342.05
75	1203	102	\$355.42	\$59.94	\$415.35	110	1703	102	\$355.42	\$59.94	\$415.35
76	1204	89	\$310.12	\$52.30	\$362.41	111	1704	89	\$310.12	\$52.30	\$362.41
77	1205	117	\$407.68	\$68.75	\$476.43	112	1705	117	\$407.68	\$68.75	\$476.43
78	1206	117	\$407.68	\$68.75	\$476.43	113	1706	117	\$407.68	\$68.75	\$476.43
79	1207	90	\$313.60	\$52.88	\$366.49	114	1707	90	\$313.60	\$52.88	\$366.49
80	1301	102	\$355.42	\$59.94	\$415.35	115	1801	102	\$355.42	\$59.94	\$415.35
81	1302	84	\$292.69	\$49.36	\$342.05	116	1802	84	\$292.69	\$49.36	\$342.05
82	1303	102	\$355.42	\$59.94	\$415.35	117	1803	102	\$355.42	\$59.94	\$415.35
83	1304	89	\$310.12	\$52.30	\$362.41	118	1804	89	\$310.12	\$52.30	\$362.41
84	1305	117	\$407.68	\$68.75	\$476.43	119	1805	117	\$407.68	\$68.75	\$476.43
85	1306	117	\$407.68	\$68.75	\$476.43	120	1806	117	\$407.68	\$68.75	\$476.43
86	1307	90	\$313.60	\$52.88	\$366.49	121	1807	90	\$313.60	\$52.88	\$366.49
87	1401	102	\$355.42	\$59.94	\$415.35	122	1901	102	\$355.42	\$59.94	\$415.35
88	1402	84	\$292.69	\$49.36	\$342.05	123	1902	84	\$292.69	\$49.36	\$342.05
89	1403	102	\$355.42	\$59.94	\$415.35	124	1903	102	\$355.42	\$59.94	\$415.35
90	1404	89	\$310.12	\$52.30	\$362.41	125	1904	89	\$310.12	\$52.30	\$362.41
91	1405	117	\$407.68	\$68.75	\$476.43	126	1905	117	\$407.68	\$68.75	\$476.43
92	1406	117	\$407.68	\$68.75	\$476.43	127	1906	117	\$407.68	\$68.75	\$476.43
93	1407	90	\$313.60	\$52.88	\$366.49	128	1907	90	\$313.60	\$52.88	\$366.49
94	1501	102	\$355.42	\$59.94	\$415.35	129	2003	144	\$501.76	\$84.61	\$586.38
95	1502	84	\$292.69	\$49.36	\$342.05	130	2001	145	\$505.25	\$85.20	\$590.45
96	1503	102	\$355.42	\$59.94	\$415.35	131	2002	173	\$602.81	\$101.65	\$704.47
97	1504	89	\$310.12	\$52.30	\$362.41	132	2103	144	\$501.76	\$84.61	\$586.38
98	1505	117	\$407.68	\$68.75	\$476.43	133	2101	144	\$501.76	\$84.61	\$586.38
99	1506	117	\$407.68	\$68.75	\$476.43	134	2102	173	\$602.81	\$101.65	\$704.47
100	1507	90	\$313.60	\$52.88	\$366.49	135	2203	144	\$501.76	\$84.61	\$586.38
101	1601	102	\$355.42	\$59.94	\$415.35	136	2201	144	\$501.76	\$84.61	\$586.38
102	1602	84	\$292.69	\$49.36	\$342.05	137	2202	173	\$602.81	\$101.65	\$704.47
103	1603	102	\$355.42	\$59.94	\$415.35	U/E Total: <u>14182</u>					
104	1604	89	\$310.12	\$52.30	\$362.41	Monthly Totals: <u>\$49,416.67</u> <u>\$8,333.33</u> <u>\$57,750.00</u>					
105	1605	117	\$407.68	\$68.75	\$476.43	Yearly Totals: <u>\$593,000.00</u> <u>\$100,000.00</u> <u>\$693,000.00</u>					

**BCS 2176 THE BENTLEY
STRATA COUNCIL MEETING MINUTES
WEDNESDAY, MAY 28, 2024**

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
Gary W.

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., Lilian Z., Sandi M., Gary W.

PROPERTY MANAGER

Don Cook, CrossRoads Management

(1) CALL TO ORDER & APPROVAL OF MINUTES

It was **MOVED/SECONDED** to call the meeting to order at 6:02 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held March 20, 2024. **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 the statements of March 2024 & April 2024 are satisfactory and have been posted on the strata website. It was noted that there were some inaccuracies identified with the March financials. These have been corrected within the April financials.

It was **MOVED/SECONDED** to approve these financials. **CARRIED**

(3) BUSINESS ARISING

Interior Decorating Upgrading Project

The total cost of this project work is expected to be in excess of \$300,000.00. Currently, we have about \$107,000 in the Interior Upgrading fund. At the Annual General Meeting, an additional \$30,000 annual contribution to that fund was approved. At this time, the contractors will be re-contacted to obtain more specific pricing details on the wall paper removal and upgrading. The redecorating committee will report back to the Council with wallpaper samples and pricing.

Bicycle Storage

The next phase of this project will be a bike room audit. Early June, there will be a notification sent out to owners to pick up stickers from Rosa to place on their bikes that are being stored in one of the two bike rooms. Owners will be requested to place a sticker on each of their bikes before June 30. After that date, in July, abandoned bikes will be removed from the store rooms and donated.

At this time, please contact don@crpm.ca if you wish to move your bike from the bike room to your parking stall. In the section below, items b) & c) would apply.

If you wish to apply for a Council approved, secured bike storage system in your parking stall, an owner would need to: a) first apply for permission and use a Strata approved storage system, b) ensure that any bikes being stored in a parking stall not cause any vehicle also in that parking stall to stick out into the driveway to the point of interfering with traffic and/or the parking of other owners, c) agree that bikes kept in stalls would be at owner's risk, and d) be prepared to pay the Strata for the cost of an approved wall or floor anchor system and agree that the installation would be done only by a Strata contractor at the owners expense.

Back of the Building Grounds – Benches Refurbishing

The Strata manager presented quotes to refinish and paint the 6 benches situated along the common area at the back of the building. A contractor will be working on this project starting in June.

(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.

(5) NEW BUSINESS

December 2nd Flood Incident

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. This work has been scheduled for Tuesday June 4th. As a proactive, cost-saving measure, the aging second hot water tank will be replaced at the same time. There will be a building water shut down during this work.

The repairs to water damaged elevator components will be completed 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 on any given day with the elevator restored to service between 5pm of that day and 9am the following morning. The elevator company has not yet provided us with any scheduled shut down dates.

Fitness Room Upgrade

The strata manager presented quotes for the upgrading of a couple pieces of equipment. It was approved that the oldest elliptical machine would be replaced asap. Next year, a new Stairmaster will be budgeted for and replaced. When the new elliptical is installed, we will be looking at a change in the equipment configuration to provide more space between the pieces of equipment. Mats will also be secured better. Currently, one of the fans is not working. It will be checked, and repaired or replaced.

A step ladder was installed in the fitness room to make it easier to open and close the front windows behind the bar bell station. This item has gone missing. If you have borrowed the ladder, we would appreciate it being returned. Meantime, another option to open and close the windows is being sought.

Snow Services Contract

In order to reserve our building's services with the snow services contractor, the Council approved signing the contract for automatic response services for the winter season starting at the end of this year.

Annual back flow testing

The required testing and filing with the City of Port Moody has been completed.

Annual Plumbing & Electrical Operating Permits

The operating permits for the building plumbing system Boilers and the electrical EV charging system have been applied for and received..

Front of the Building Brick Circle

The strata manager will have a brick contractor assess the broken pieces of brick in the circle driveway and provide recommendations and quotes for its repair.

Elevator Tile

One of the elevators has a couple of cracked floor tiles. We may have enough original tiles stored to either replace these two tiles or to re-tile the floor. If not, a tile contractor will be contacted to provide a quote to re-tile this floor.

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 778 578-4445

(6) ADJOURNMENT

There being no further business, the meeting was terminated at 8:00 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, AUGUST 28, 2024**

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
Gary W.

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

CROSSROADS MANAGEMENT

**CROSSROADS CONTACT
& 24 HOUR SERVICE
(778)578-4445**

ATTENDANCE

Doug M., Janice W., Gord M., Lilian Z.
Regrets; Doug B., Gary W. & Sandi M.

PROPERTY MANAGER

Don Cook, CrossRoads Management

(1) CALL TO ORDER & APPROVAL OF MINUTES

It was **MOVED/SECONDED** to call the meeting to order at 4:45 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held May 28, 2024. **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 the statements of May – July 2024 are satisfactory and have been posted on the Strata website.

It was **MOVED/SECONDED** to approve these financials. **CARRIED**

(3) BUSINESS ARISING

Interior Decorating Upgrading Project

The total cost of this project work is expected to be in excess of \$300,000.00. Currently, we have about \$114, 500 in the Interior Upgrading fund. At the Annual General Meeting in April 2024, an additional \$30,000 annual contribution to that fund was approved. At this time, the contractors will be re-contacted to obtain more specific pricing details on the wall paper removal and upgrading.

The redecorating committee will report back to the Council with wallpaper samples and pricing.

Bicycle Storage

If you wish to apply for a Council approved, secured bike storage system in your parking stall, an owner would need to: a) first apply for permission and use a Strata approved storage system, b) ensure that any bikes being stored in a parking stall not cause any vehicle also in that parking stall to stick out onto the driveway to the point of interfering with traffic and/or the parking of other owners, c) agree that bikes kept in stalls would be at owner's risk, and d) be prepared to pay the Strata for the cost of an approved wall or floor anchor system and agree that the installation would be done only by a Strata contractor at the owners expense.

Front of the Building Brick Circle

The Strata has had about a dozen broken bricks replaced in the front brick circle. The brick contractor used bricks removed from behind the electrical transformer at the back corner of the front traffic circle for this project. The removed bricks will be replaced with new, closely matching bricks. This repair process will be repeated in the future as new broken brick potential tripping hazards are identified.

Telus Fiber Optics Service Opportunity

Telus approached the Strata a few months back offering to upgrade the building's Telus services to Fiber Optic capability at no charge to the owners. On Friday, August 23, having completed those infrastructure upgrades, they hosted a social event at the building. This event included a grilled cheese food truck and many special offers during a mixer in the foyer. If you wish to upgrade to fibre optics, their service technicians can take your calls or a message can be left at 236 607-5520.

Please note: because you reside in a Crossroads managed building, you also are entitled to an additional 25% off services. Just be sure to inform the sales representative of this discount.

(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.

Items of correspondence reviewed and discussed at this meeting included:

1. a water damage charge back to an owner whose dishwasher leak caused damage to the neighboring unit, and
2. a report of a leak from the unit's fire suppression sprinkler head. This damage was repaired at the strata expense.

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 778 578-4445

(5) ADJOURNMENT

There being no further business, the meeting was terminated at 5:45 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
TUESDAY, OCTOBER 29, 2024**

**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
Gary W.**

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

CROSSROADS MANAGEMENT

**CROSSROADS CONTACT
& 24 HOUR SERVICE
(778)578-4445**

ATTENDANCE

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

PROPERTY MANAGER

Don Cook, CrossRoads Management

(1) CALL TO ORDER & APPROVAL OF MINUTES

It was **MOVED/SECONDED** to call the meeting to order at 6:01 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held August 28, 2024. **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 the statements of August – September 2024 are satisfactory and have been posted on the Strata website.

It was **MOVED/SECONDED** to approve these financials. **CARRIED**

Reconciliation of December 2nd Flood Expenses

The Strata paid some contractors as they completed unit repairs, then those expenses were submitted to insurance. The Strata is still waiting on about \$18,000 to be reimbursed from the insurance companies that are managing the claim.

Crossroads Management Contract

The Strata manager informed the Council that a more updated version of the contract is now available. This contract will be made available for Council review and further discussion at the November meeting.

(3) BUSINESS ARISING

Interior Decorating Upgrading Project

The total cost of this project work is expected to be in excess \$300,000.00. Currently, we have about \$122,000 in the Interior Upgrading fund. At the Annual General Meeting in April 2024, an additional \$30,000 annual contribution to that fund was approved.

This project work was put on hold for several months due to the December 2nd and March floods. The contractors and suppliers will now be re-contacted to obtain: a) more specific and updated pricing details on the wall paper removal and upgrading, and b) style and price options between high end carpet tiles and superior quality regular carpet.

The redecorating committee will report back to the Council at the November meeting with updated choices and pricing.

Secured Bicycle Storage

If you wish to apply for a Council approved, secured bike storage system in your parking stall, an owner would need to: a) first apply for permission and use a Strata approved bike anchor b) ensure that any bikes being stored in a parking stall not cause any vehicle also in that parking stall to stick out onto the driveway to the point of interfering with traffic and/or the parking of other owners, c) agree that bikes kept in stalls would be at owner's risk, and d) be prepared to pay the Strata for the cost of an approved wall anchor system and agree that the installation would be done only by a Strata contractor at the owners expense.

EV Charging Reminder

A Notice has once again been posted as a reminder that EV Charging is available to residents. The notice can be found on the bulletin board by the mailboxes and is also on the strata website.

Fitness Room Changes

The Strata has purchased a new elliptical machine for the fitness room. The room will be reconfigured as requested by users to give it a more practical layout.

Generator Testing

This testing has been scheduled for Tuesday, November 12th. Residents can expect short intermittent power outages between 9 – 3 as the testing is conducted. One elevator will remain in service at all times during the testing.

Painting Touch Ups

If you see any common area walls, doors or trim that appear to need some paint touch up, please report it to don@crpm.ca We are forming a list of needed touch up painting for a contractor.

(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.

Items of correspondence reviewed and discussed at this meeting included:

1. late night noise complaints
2. insect ingress through window frames within 3 units
3. ceiling stain within a unit

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 778 578-4445

(5) ADJOURNMENT

There being no further business, the meeting was terminated at 8:05 p.m. The next Council meeting has been scheduled for November 26.

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
TUESDAY, NOVEMBER 26, 2024**

**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
Gary W.**

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

CROSSROADS MANAGEMENT

**CROSSROADS CONTACT
& 24 HOUR SERVICE
(778)578-4445**

ATTENDANCE

Doug M., Janice W., Gord M., Doug B., Gary W., & Sandi M
Regrets : 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 6:03 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held October 29, 2024. **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 the statements of October 2024 require an expense reallocation that will be made next month. Otherwise, they were satisfactory and have been posted on the Strata website. It was **MOVED/SECONDED** to approve these financials. **CARRIED**

**(3) BUSINESS ARISING
Interior Decorating Upgrading Project**

The total cost of this project work is expected to be in the \$300,000.00 range. Currently, we have about \$122,000 in the Interior Upgrading fund. At the Annual General Meeting in April 2024, an additional \$30,000 annual contribution to that fund was approved.

This project was put on hold for several months due to the December 2nd 2023 and March 2024 floods. The contractors and suppliers have now been re-contacted to obtain: a) more specific and updated pricing details on the wall paper removal and new

wallpaper upgrading and b) style and price options between high-end carpet tiles and superior quality regular carpet.

We have just this week obtained updated quality carpet tiles pricing and samples as well as upgraded wallpaper samples. The Council will begin going through all the materials and some members will be visiting a nearby carpet showroom to view more samples.

The Council is expecting to be able to present a funding proposal for this work at next year's AGM.

Elevator power transfer issues

When we had the recent generator testing performed, once again elevator 2 failed to restore to service after the tests were completed. TK elevator dispatched a technician and we had that elevator working again rather quickly. TK elevator still needs to schedule a supervisor to troubleshoot why this happens.

(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.

There was a unit that experienced water damage that is still being investigated. The owner has contacted their personal insurance on this matter.

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(5) NEW BUSINESS

HYTEC Water Treatment

A few days prior to the Council meeting, a Hytec representative took some water samples from the Bentley water supply to assess our water. Two Hyteck representatives presented the results of these tests to Council and explained their water treatment services which are targeted at descaling plumbing while providing, over time, efficient protective coatings to the building plumbing. This treatment largely targets older buildings with much more copper water lines than are present in the Bentley. Strata will be looking further into this process to assess its practicability.

Front Brick Repairs

There are 3 areas in the front traffic circle that require repairs. A quote was discussed, and the combined repairs were approved for \$500.

Exterior Building and Parkade Cleaning

In order to book preferred dates next year for all this cleaning, we contacted Black Tie early. The dates we have locked in for this work next year are May 5th through May 23rd.

Crossroads Management Contract

The Strata manager discussed a revised contract that Crossroads would be presenting to be effective March 2025. The revisions provide some clarifications of services as well as bringing the contract more in line with industry standards.

(6) ADJOURNMENT

There being no further business, the meeting was terminated at 8:25 p.m. The next Council meeting will be scheduled in January, 2025.

On Behalf of the Strata Council BCS 2176

Don Cook, Senior Strata Manager

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