

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
WEDNESDAY, JANUARY 29, 2025**

**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 & Lilian Z  
Regrets : Doug B.

**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 November 26, 2024. **CARRIED**

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

**(2) FINANCIALS**

The treasurer reported that the statements of December 2024 require a Fortis Gas expense adjustment that will be made in January. Otherwise, the November & December statements 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 range. Currently, we have about \$127,000 in the Interior Upgrading fund including the \$30,000 annual contribution to that fund that was approved at the Annual General Meeting in April, 2024.

We have obtained updated quality carpet tiles & broadloom 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. **Once we**

**have narrowed down the selections to 2 carpet samples and 2 wallpaper samples, they will be displayed with an opportunity for owners to indicate their carpet & wallpaper combination preferences.**

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

**Exterior Building and Parkade Cleaning**

In order to book preferred dates for all this cleaning, we contacted Black Tie early. The dates we have locked in for this work this year are May 6<sup>th</sup> through May 16<sup>rd</sup>.

**Elevator Work**

We have been informed that there are still significant elevator repairs to be scheduled this year. When this is work scheduled, we will do our best to avoid the heavy elevator usage periods of the day.

### **Annual Fire Safety Device Testing**

We thank all owners that made their unit accessible for this mandatory annual testing. Any missed suites will be tested at a later date with Notices being issued well in advance.

### **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. The new contract includes a proposed 3% fee increase for the new budget year.

### **(4) CORRESPONDENCE**

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

The correspondence that was reviewed at this meeting included:

- a noise disturbance complaint

- 2 units reporting water pressure and/or drainage issues. These were checked out and resolved.

- 3 units that experienced water damage due to plumbing issues within their strata lots. These owners have contacted their personal insurance.

### **VISITOR PARKING REMINDERS**

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

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

### **(5) NEW BUSINESS**

#### **Insurance Renewal**

The Strata insurance will be renewed in March. Higher premium and deductibles were applied to last year's March 2024 renewal due to the December 2<sup>nd</sup> 2023 water damage incident. This year's premium and deductibles are currently being negotiated.

#### **Proposed Budget**

The next Council meeting in February will have the proposed budget on the agenda for discussion.

#### **Junk Removal**

The annual opportunity for residents to take unwanted items down to the garbage room for removal has been scheduled for the week of March 10 – 16, with all items being removed Monday, March 17.

### **(6) ADJOURNMENT**

There being no further business, the meeting was terminated at 8:00 p.m. The next Council meeting will be scheduled in late February.

### **On Behalf of the Strata Council BCS 2176**

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

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
WEDNESDAY, FEBRUARY 26, 2025**

**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.**

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

**CROSSROADS MANAGEMENT**

**CROSSROADS CONTACT  
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(778)578-4445**

**ATTENDANCE**

Doug B. Doug M., Janice W., Gord M., Doug B., Gary W., 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 6:02 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held January 29, 2025. **CARRIED**

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

**(2) FINANCIALS**

The treasurer reported that the statements for January 2025 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**

Currently, we have about \$130,000 in the Interior Upgrading fund. A Levy to owners will be required to cover the full project work. The Council is expecting to be able to present a funding proposal for this work at this year's AGM. Although exact pricing has still not been established, most owners can expect about a \$2,500 Levy.

The Council has pivoted in their sourcing from quality carpet tiles & upgraded wallpaper samples, to now considering only quality Canadian suppliers. The Council has connected with a consultant who will begin assembling materials, samples and ideas to provide

the Council with the best options.

Once we have narrowed the selections to 2 carpet samples and 2 wallpaper samples, they will be displayed with an opportunity for owners to indicate their carpet & wallpaper combination preferences.

**Fitness Room Flooring**

The Council will be moving forward within a couple of months with replacing the entire fitness room flooring with heavy duty rubber matting. During this project, the fitness room will be unavailable for use for a couple of days as the equipment will need to be totally removed and stored in the amenity room and lobby area during the installation.

**Crossroads Contract**

The Crossroads Management contract was renewed at this meeting to be effective March 1<sup>st</sup>.

### **Snow & Salting services**

This year we experienced very aggressive service of the property, especially excessive salting. The Strata has asked for a review of invoicing from them and will be looking closely at another provider for next season.

### **Elevator Work**

We have been informed that there are still significant elevator repairs to be scheduled for this year. When this work is scheduled, we will do our best to avoid the heavy elevator usage periods of the day.

### **Annual Fire Safety Device Testing**

We thank all owners that made their unit accessible for this mandatory annual testing. Missed suites were tested on February 28<sup>th</sup>. Defective smoke detectors were replaced the same day.

### **(4) CORRESPONDENCE**

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

The correspondence that was reviewed at this meeting included:

- a noise disturbance complaint
- reports of smoking and discarded butts on common property
- a report of two units that have not kept their dog on a leash in the back area and or picked up after their pet. Please have more consideration for others and 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. PLEASE REMEMBER THAT THERE ARE ADDITIONAL RESTRICTIONS IN PLACE EVEN FOR VISITOR AND GUEST VEHICLES.**

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

### **(5) NEW BUSINESS**

#### **Insurance Renewal**

We announce that the competition for renewal has been won by HUB, the current Strata insurer that supported us through the December 2<sup>nd</sup> 2023 water damage incident. The premium we have locked in is less than last year. Please see policy details to provide your personal insurance provider which are attached to these minutes and also in the Other Strata Documentation section of the strata website.

#### **Proposed Budget**

The next Council meeting in March will finalize the proposed budget to be presented at the AGM in April. With cost of living increases from contractors and utilities still on the rise, the Council will be looking closely to ensure that, if there is to be a strata fee increase, it will be minimal.

#### **Unwanted Items Removal**

The annual opportunity for residents to take unwanted items down to the garbage room for removal has been scheduled for the week of March 10 – 16, with all items being removed Monday, March 17.

### **(6) ADJOURNMENT**

There being no further business, the meeting was terminated at 7:48 p.m. Next meeting March 26.

**On Behalf of the Strata Council BCS 2176** Don Cook, Senior Strata Manager [don@crpm.ca](mailto:don@crpm.ca)



**Proposal for The Owners of Strata Plan BCS 2176 O/A The Bentley**

Property Location:	295 Guildford Way, Port Moody BC
Renewal Date:	March 1 <sup>st</sup> , 2025
Description of Strata:	22 Storey High Rise with 137 Units
Additional Insured(s):	Crossroads Property Management Ltd, #215 7455 132nd St, Surrey BC, V3W 1J8

INSURING AGREEMENTS	DEDUCTIBLES	LIMITS (\$)
<b>PROPERTY COVERAGE</b>		
Property, All Risks, Replacement Cost	\$25,000	\$74,714,000
90% Co-Insurance		Included
Stated Amount Co-Insurance (Subject to Statement of Values or Appraisal 2 years or younger)		Included
Underground Services from Structures to Lot Line		Included
Water Damage	\$50,000	Included
Backup of Sewers, Sumps, Septic Tanks or Drains	\$50,000	Included
Earthquake Damage	10%/Min. \$250,000	Included
Flood Damage	\$25,000	Included
Wharves, Docks, Floats and Piers		N/A
Strata Equipment		N/A
<b>BLANKET EXTERIOR GLASS INSURANCE</b>	\$250	Included
<b>EQUIPMENT BREAKDOWN (BOILER &amp; MACHINERY)</b>		
Direct Damage Limit per Accident, Replacement Cost	\$1,000	Included
Business Interruption/Extra Expense		N/A
<b>CRIME</b>		
Coverage I – Employee Dishonesty – Form A – Aggregate		\$1,000,000
Coverage II – Money & Securities – Aggregate		\$10,000
Coverage III, IV and V – Forgery & Alteration, Money Orders & Counterfeit Paper	Nil	\$10,000
Currency, Credit Card Forgery – Aggregate Limit each		\$10,000
Social Engineering Fraud		\$5,000
<b>TERRORISM</b>		
Protection for Property Damage due to an Act of Terrorism or Sabotage	\$1,000	\$500,000
<b>COMMERCIAL GENERAL LIABILITY</b>		
Each Occurrence Limit	\$500	\$10,000,000
Coverage A - Bodily Injury & Property Damage Liability - Per Occurrence		\$10,000,000
Products & Completed Operations – Aggregate		\$10,000,000
SEF #6 Non-Owned Automobile – Per Occurrence		\$10,000,000
SEF #94 Legal Liability for Damage to Hired Auto – Per Occurrence		\$50,000
Limited Pollution Liability – Aggregate Limit		\$1,000,000
Employee Benefit Liability – Aggregate Limit		\$1,000,000
<b>EXCESS LIABILITY</b>		\$10,000,000
<b>STRATA DIRECTORS &amp; OFFICERS LIABILITY</b>		
Claims-Made Form	Nil	\$20,000,000
Discrimination Defense– Aggregate \$25,000		\$10,000
<b>EXCESS DIRECTORS &amp; OFFICERS LIABILITY</b>		
<b>UMBRELLA LIABILITY</b>		
		N/A
<b>STRATA VOLUNTEER ACCIDENT INSURANCE</b>		
Principal Sum – 75% of Wage Weekly Accident Indemnity - Max \$1,500 (maximum 52 weeks)	Nil	\$100,000
<b>STRATA LEGAL EXPENSE</b>		
ENHANCED PLUS: Telephone legal advice, civil defense, criminal defense, personal injury, property disputes, defense of disputes with owners, and contract disputes	Nil	\$250,000
Aggregate Limit		\$250,000
<b>CYBER</b>	\$500	\$50,000

# BCS 2176 The Bentley

## Earthquake Insurance Deductible Liability

March 1, 2025 to February 28, 2026

**Insured value: \$74,714,000    Earthquake deductible: \$7,471,400(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	\$61,638	36	606	117	\$61,638	71	1106	117	\$61,638	106	1606	117	\$61,638
2	102	87	\$45,834	37	607	90	\$47,414	72	1107	90	\$47,414	107	1607	90	\$47,414
3	201	99	\$52,155	38	701	102	\$53,736	73	1201	102	\$53,736	108	1701	102	\$53,736
4	202	84	\$44,253	39	702	84	\$44,253	74	1202	84	\$44,253	109	1702	84	\$44,253
5	203	99	\$52,155	40	703	102	\$53,736	75	1203	102	\$53,736	110	1703	102	\$53,736
6	204	89	\$46,887	41	704	89	\$46,887	76	1204	89	\$46,887	111	1704	89	\$46,887
7	205	117	\$61,638	42	705	117	\$61,638	77	1205	117	\$61,638	112	1705	117	\$61,638
8	206	117	\$61,638	43	706	117	\$61,638	78	1206	117	\$61,638	113	1706	117	\$61,638
9	207	90	\$47,414	44	707	90	\$47,414	79	1207	90	\$47,414	114	1707	90	\$47,414
10	301	99	\$52,155	45	801	102	\$53,736	80	1301	102	\$53,736	115	1801	102	\$53,736
11	302	84	\$44,253	46	802	84	\$44,253	81	1302	84	\$44,253	116	1802	84	\$44,253
12	303	99	\$52,155	47	803	102	\$53,736	82	1303	102	\$53,736	117	1803	102	\$53,736
13	304	89	\$46,887	48	804	89	\$46,887	83	1304	89	\$46,887	118	1804	89	\$46,887
14	305	117	\$61,638	49	805	117	\$61,638	84	1305	117	\$61,638	119	1805	117	\$61,638
15	306	117	\$61,638	50	806	117	\$61,638	85	1306	117	\$61,638	120	1806	117	\$61,638
16	307	90	\$47,414	51	807	90	\$47,414	86	1307	90	\$47,414	121	1807	90	\$47,414
17	401	99	\$52,155	52	901	102	\$53,736	87	1401	102	\$53,736	122	1901	102	\$53,736
18	402	84	\$44,253	53	902	84	\$44,253	88	1402	84	\$44,253	123	1902	84	\$44,253
19	403	99	\$52,155	54	903	102	\$53,736	89	1403	102	\$53,736	124	1903	102	\$53,736
20	404	89	\$46,887	55	904	89	\$46,887	90	1404	89	\$46,887	125	1904	89	\$46,887
21	405	117	\$61,638	56	905	117	\$61,638	91	1405	117	\$61,638	126	1905	117	\$61,638
22	406	117	\$61,638	57	906	117	\$61,638	92	1406	117	\$61,638	127	1906	117	\$61,638
23	407	90	\$47,414	58	907	90	\$47,414	93	1407	90	\$47,414	128	1907	90	\$47,414
24	501	99	\$52,155	59	1001	102	\$53,736	94	1501	102	\$53,736	129	2003	144	\$75,862
25	502	84	\$44,253	60	1002	84	\$44,253	95	1502	84	\$44,253	130	2001	145	\$76,389
26	503	99	\$52,155	61	1003	102	\$53,736	96	1503	102	\$53,736	131	2002	173	\$91,140
27	504	89	\$46,887	62	1004	89	\$46,887	97	1504	89	\$46,887	132	2103	144	\$75,862
28	505	117	\$61,638	63	1005	117	\$61,638	98	1505	117	\$61,638	133	2101	144	\$75,862
29	506	117	\$61,638	64	1006	117	\$61,638	99	1506	117	\$61,638	134	2102	173	\$91,140
30	507	90	\$47,414	65	1007	90	\$47,414	100	1507	90	\$47,414	135	2203	144	\$75,862
31	601	102	\$53,736	66	1101	102	\$53,736	101	1601	102	\$53,736	136	2201	144	\$75,862
32	602	84	\$44,253	67	1102	84	\$44,253	102	1602	84	\$44,253	137	2202	173	\$91,140
33	603	102	\$53,736	68	1103	102	\$53,736	103	1603	102	\$53,736	U/E Total: <u>14182</u>			
34	604	89	\$46,887	69	1104	89	\$46,887	104	1604	89	\$46,887				
35	605	117	\$61,638	70	1105	117	\$61,638	105	1605	117	\$61,638	<b>Total Deductible    \$7,471,400</b>			

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
WEDNESDAY, MARCH 26, 2025**

**LOCATION:  
Amenity Room**

**STRATA COUNCIL**

**PRESIDENT  
Doug B.**

**VICE PRESIDENT  
Janice W.**

**TREASURER  
Doug M.**

**COUNCIL MEMBER  
Gord M.**

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**COUNCIL MEMBER  
Sandi M.**

**COUNCIL MEMBER  
Gary W.**

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

**CROSSROADS MANAGEMENT**

**CROSSROADS CONTACT  
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(778)578-4445**

**ATTENDANCE**

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

**PROPERTY MANAGER**

Don Cook, CrossRoads Management

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

It was **MOVED/SECONDED** to call the meeting to order at 6:04 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held February 26, 2025. **CARRIED**

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**(2) FINANCIALS**

The treasurer reported that the statements for February 2025 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 Council will not be able to present a funding proposal for this work at this year's AGM. A comprehensive funding proposal will be presented to the owners at a Special General Meeting later in the year. Currently, we have about \$134,000 in the Interior Upgrading fund. A Levy to owners will be required to cover the expense of the full project work. Although exact pricing has still not been established, most owners should expect a Levy of about a \$2,500.

The Council has pivoted in their sourcing to now considering only quality Canadian suppliers wherever possible.

The Council has connected with a consultant who has begun assembling materials, samples and ideas to provide the Council with the best options.

Once the selections have been narrowed to 2 carpet samples and 2 wallpaper samples, they will be displayed and an opportunity will be given to owners to indicate their carpet & wallpaper combination preferences.

**Fitness Room Flooring**

About May 20<sup>th</sup>, the Council will be moving forward with replacing the entire fitness room flooring with heavy duty rubber matting. During this project, the fitness room will be unavailable for use for a couple of days as the equipment will need to be totally removed and stored in the amenity room and lobby area during the installation.

### **Elevator Work**

We have been informed that there are still significant elevator repairs to be scheduled for this year. This work is scheduled to begin on May 18<sup>th</sup> and will last about 3 weeks. When this work is scheduled, we will do our best to avoid the residents' heavy elevator usage periods of the day.

### **(4) CORRESPONDENCE**

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

The correspondence that was reviewed at this meeting included:

- a noise disturbance complaint
- a report that various areas of the building have strong smells of both marijuana and cigarettes.

### **VISITOR PARKING REMINDERS**

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

### **(5) NEW BUSINESS**

#### **Proposed Budget**

**The proposed budget to be presented at the AGM on April 23 has now been finalized. It includes a 2.5% increase in monthly strata fees. With cost-of-living increases from contractors and utilities still on the rise, the Council looked closely at all expenses to ensure that the strata fee increase was as low as possible.**

#### **Carbon Monoxide Sensor Alarms**

**The mechanical contractor has now overhauled the exhaust system on the roof top that draws fresh air into the building to pump throughout the hallways. As a result, the Strata is not anticipating any further issues with the carbon monoxide alarms going off. The Strata has also replaced the CO alarms we had in the hallways with upgraded devices that can send a text to our mechanical contractor as soon as there is any detected rise in CO levels. This notification procedure will provide the contractor with a chance to come onsite to troubleshoot before readings elevate to a dangerous level.**

### **(6) ADJOURNMENT**

There being no further business, the meeting was terminated at 7:17 p.m.

**On Behalf of the Strata Council BCS 2176 Don Cook, Senior Strata Manager [don@crpm.ca](mailto:don@crpm.ca)**

**BCS 2176 - THE BENTLEY  
ANNUAL GENERAL MEETING MINUTES  
APRIL 23, 2025**

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

**STRATA COUNCIL 2025/2026**

**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 – 132<sup>nd</sup> 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**

43 owners were present in person at registration and 35 represented by Proxies, for a total of 78 owners represented in person or by Proxy.

The Strata manager explained to the owners that out of the 35 proxy votes received, 35 approved the Majority Vote Resolution A & Council nominees. Proxy votes approving the Majority Vote Budget were 29.

That meant that out of the 43 owners present, there would be only 4 additional approval votes needed to pass the Majority Vote Resolution A and 10 additional approval votes needed to pass the Budget.

**CALL TO ORDER:**

The meeting was called to order at 6:32 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 78, 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 April 2, 2025. 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 17, 2024. 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 17, 2024 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 show their insurers the Bentley's policy and ensure that their deductible amounts match those of the Strata's policy, particularly the \$50,000 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 28<sup>th</sup>, 2025**

The Financial Year Summary is attached.

### **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. 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 \$105,000 in CRF funds for Capital Projects as listed below:

- \$55,000 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.
- \$50,000 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 \$105,000 from the Capital Reserve Fund for the above referenced capital projects in 2025/2026,

**Be it therefore resolved**, by a majority vote of the Owners, Strata Plan BCS 2176 (the “Strata Corporation”), at this General Meeting held April 23, 2025, to authorize the spending of \$105,000 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 2025-2026**

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 timeline 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  $\frac{3}{4}$  Vote approval. **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**

**\*\* Please Note \*\* : The Approved Budget included a Strata Fee increase. See the APPROVED OPERATING BUDGET and the STRATA FEE PAYMENT SCHEDULE attached.**

**The approved budget includes a strata fee increase, which is effective March 1st, 2025. For owners that are on pre-authorized debit, Crossroads accounting will process a payment on May 1<sup>st</sup> that will include the fee increase now due for March & April 2025. Crossroads has already processed the fees for these months at last year's amount, as the new fee amount increase was only approved at the AGM held on April 23<sup>rd</sup>, 2025.**

**The May 1<sup>st</sup> processing amount will reflect a retroactive, catch-up payment for the March & April strata fee increases as well as the new, increased approved monthly strata fee for May. This retroactive payment will be for May only. Beginning June and continuing for the remainder of the new budget year, the processed amount will be for the new approved fee only.**

**Owners who pay by cheque will need to provide a cheque for the catch-up payments now due from March & April, as well as provide Crossroads new monthly cheques in the new fee amount.**

**If you are unsure of your fee amounts, please contact the Crossroads accounting office to see how many cheques you have on file and determine the amount you would need to remit to make up the difference now owing.**

## **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 as ratified by the owners.

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 3 Strata Council nominees were announced as Sandi Manning, Lillian Zuccolo & 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 the 3 nominees and a Vote by a show of Voting cards was held. The 3 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:**

- **A discussion regarding the carpet & wallpaper replacement project, including new fitness room flooring and lobby furniture.**
- **A vehicle that parks on the P3 level that is emitting fumes or has some kind of exhaust issue that is creating a lingering haze is in the process of being identified.**
- **Much appreciation was expressed for the dedication and hard work done by Rosa, the caretaker**
- **Individual acknowledgement was given to Gord & Linda for their time and thoughtfulness dedicated to the front area gardening**
- **An owner, prior to the meeting, mentioned to the Strata Manager that other buildings utilize systems that have automatic water shut off mechanisms. These systems are able to automatically isolate and shut off the building water supply in the event of a leak. He was asked to forward this information for Council to review.**

**TERMINATION OF MEETING**

**The meeting was casually terminated at 7:16 PM.**

**Respectfully submitted on behalf of the Strata  
Council Don Cook, Senior Strata Manager, Crossroads Management Ltd.**



**Proposal for The Owners of Strata Plan BCS 2176 O/A The Bentley**

Property Location:	295 Guildford Way, Port Moody BC
Renewal Date:	March 1 <sup>st</sup> , 2025
Description of Strata:	22 Storey High Rise with 137 Units
Additional Insured(s):	Crossroads Property Management Ltd, #215 7455 132nd St, Surrey BC, V3W 1J8

INSURING AGREEMENTS	DEDUCTIBLES	LIMITS (\$)
<b>PROPERTY COVERAGE</b>		
Property, All Risks, Replacement Cost	\$25,000	\$74,714,000
90% Co-Insurance		Included
Stated Amount Co-Insurance (Subject to Statement of Values or Appraisal 2 years or younger)		Included
Underground Services from Structures to Lot Line		Included
Water Damage	\$50,000	Included
Backup of Sewers, Sumps, Septic Tanks or Drains	\$50,000	Included
Earthquake Damage	10%/Min. \$250,000	Included
Flood Damage	\$25,000	Included
Wharves, Docks, Floats and Piers		N/A
Strata Equipment		N/A
<b>BLANKET EXTERIOR GLASS INSURANCE</b>	\$250	Included
<b>EQUIPMENT BREAKDOWN (BOILER &amp; MACHINERY)</b>		
Direct Damage Limit per Accident, Replacement Cost	\$1,000	Included
Business Interruption/Extra Expense		N/A
<b>CRIME</b>		
Coverage I – Employee Dishonesty – Form A – Aggregate		\$1,000,000
Coverage II – Money & Securities – Aggregate		\$10,000
Coverage III, IV and V – Forgery & Alteration, Money Orders & Counterfeit Paper	Nil	\$10,000
Currency, Credit Card Forgery – Aggregate Limit each		\$10,000
Social Engineering Fraud		\$5,000
<b>TERRORISM</b>		
Protection for Property Damage due to an Act of Terrorism or Sabotage	\$1,000	\$500,000
<b>COMMERCIAL GENERAL LIABILITY</b>		
Each Occurrence Limit	\$500	\$10,000,000
Coverage A - Bodily Injury & Property Damage Liability - Per Occurrence		\$10,000,000
Products & Completed Operations – Aggregate		\$10,000,000
SEF #6 Non-Owned Automobile – Per Occurrence		\$10,000,000
SEF #94 Legal Liability for Damage to Hired Auto – Per Occurrence		\$50,000
Limited Pollution Liability – Aggregate Limit		\$1,000,000
Employee Benefit Liability – Aggregate Limit		\$1,000,000
<b>EXCESS LIABILITY</b>		\$10,000,000
<b>STRATA DIRECTORS &amp; OFFICERS LIABILITY</b>		
Claims-Made Form	Nil	\$20,000,000
Discrimination Defense– Aggregate \$25,000		\$10,000
<b>EXCESS DIRECTORS &amp; OFFICERS LIABILITY</b>		
<b>UMBRELLA LIABILITY</b>		
<b>STRATA VOLUNTEER ACCIDENT INSURANCE</b>		
Principal Sum – 75% of Wage Weekly Accident Indemnity - Max \$1,500 (maximum 52 weeks)	Nil	\$100,000
<b>STRATA LEGAL EXPENSE</b>		
ENHANCED PLUS: Telephone legal advice, civil defense, criminal defense, personal injury, property disputes, defense of disputes with owners, and contract disputes	Nil	\$250,000
Aggregate Limit		\$250,000
<b>CYBER</b>	\$500	\$50,000

# BCS 2176 The Bentley

## Earthquake Insurance Deductible Liability

March 1, 2025 to February 28, 2026

**Insured value: \$74,714,000    Earthquake deductible: \$7,471,400(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	\$61,638	36	606	117	\$61,638	71	1106	117	\$61,638	106	1606	117	\$61,638
2	102	87	\$45,834	37	607	90	\$47,414	72	1107	90	\$47,414	107	1607	90	\$47,414
3	201	99	\$52,155	38	701	102	\$53,736	73	1201	102	\$53,736	108	1701	102	\$53,736
4	202	84	\$44,253	39	702	84	\$44,253	74	1202	84	\$44,253	109	1702	84	\$44,253
5	203	99	\$52,155	40	703	102	\$53,736	75	1203	102	\$53,736	110	1703	102	\$53,736
6	204	89	\$46,887	41	704	89	\$46,887	76	1204	89	\$46,887	111	1704	89	\$46,887
7	205	117	\$61,638	42	705	117	\$61,638	77	1205	117	\$61,638	112	1705	117	\$61,638
8	206	117	\$61,638	43	706	117	\$61,638	78	1206	117	\$61,638	113	1706	117	\$61,638
9	207	90	\$47,414	44	707	90	\$47,414	79	1207	90	\$47,414	114	1707	90	\$47,414
10	301	99	\$52,155	45	801	102	\$53,736	80	1301	102	\$53,736	115	1801	102	\$53,736
11	302	84	\$44,253	46	802	84	\$44,253	81	1302	84	\$44,253	116	1802	84	\$44,253
12	303	99	\$52,155	47	803	102	\$53,736	82	1303	102	\$53,736	117	1803	102	\$53,736
13	304	89	\$46,887	48	804	89	\$46,887	83	1304	89	\$46,887	118	1804	89	\$46,887
14	305	117	\$61,638	49	805	117	\$61,638	84	1305	117	\$61,638	119	1805	117	\$61,638
15	306	117	\$61,638	50	806	117	\$61,638	85	1306	117	\$61,638	120	1806	117	\$61,638
16	307	90	\$47,414	51	807	90	\$47,414	86	1307	90	\$47,414	121	1807	90	\$47,414
17	401	99	\$52,155	52	901	102	\$53,736	87	1401	102	\$53,736	122	1901	102	\$53,736
18	402	84	\$44,253	53	902	84	\$44,253	88	1402	84	\$44,253	123	1902	84	\$44,253
19	403	99	\$52,155	54	903	102	\$53,736	89	1403	102	\$53,736	124	1903	102	\$53,736
20	404	89	\$46,887	55	904	89	\$46,887	90	1404	89	\$46,887	125	1904	89	\$46,887
21	405	117	\$61,638	56	905	117	\$61,638	91	1405	117	\$61,638	126	1905	117	\$61,638
22	406	117	\$61,638	57	906	117	\$61,638	92	1406	117	\$61,638	127	1906	117	\$61,638
23	407	90	\$47,414	58	907	90	\$47,414	93	1407	90	\$47,414	128	1907	90	\$47,414
24	501	99	\$52,155	59	1001	102	\$53,736	94	1501	102	\$53,736	129	2003	144	\$75,862
25	502	84	\$44,253	60	1002	84	\$44,253	95	1502	84	\$44,253	130	2001	145	\$76,389
26	503	99	\$52,155	61	1003	102	\$53,736	96	1503	102	\$53,736	131	2002	173	\$91,140
27	504	89	\$46,887	62	1004	89	\$46,887	97	1504	89	\$46,887	132	2103	144	\$75,862
28	505	117	\$61,638	63	1005	117	\$61,638	98	1505	117	\$61,638	133	2101	144	\$75,862
29	506	117	\$61,638	64	1006	117	\$61,638	99	1506	117	\$61,638	134	2102	173	\$91,140
30	507	90	\$47,414	65	1007	90	\$47,414	100	1507	90	\$47,414	135	2203	144	\$75,862
31	601	102	\$53,736	66	1101	102	\$53,736	101	1601	102	\$53,736	136	2201	144	\$75,862
32	602	84	\$44,253	67	1102	84	\$44,253	102	1602	84	\$44,253	137	2202	173	\$91,140
33	603	102	\$53,736	68	1103	102	\$53,736	103	1603	102	\$53,736	U/E Total: <u>14182</u>			
34	604	89	\$46,887	69	1104	89	\$46,887	104	1604	89	\$46,887	<b>Total Deductible</b>			<b>\$7,471,400</b>
35	605	117	\$61,638	70	1105	117	\$61,638	105	1605	117	\$61,638				

# BCS 2176 The Bentley

## APPROVED OPERATING BUDGET

for the period from March 1, 2025 to February 28, 2026

### INCOME

Strata Fees	\$	710,000
Interest Income		2,000
Key Income		2,000
Miscellaneous		1,000
Move In/Out Fees		2,000
<b>TOTAL INCOME</b>	<b>\$</b>	<b>717,000</b>

### OPERATING EXPENSES

Repairs and Maintenance	\$	80,000
Landscape Maintenance		24,234
Snow Removal, Salting		12,000
Elevator Maintenance		35,000
Fire Equipment Maintenance		13,000
Cleaning and Janitorial		76,000
Alarm Monitoring		2,000
Electricity		48,000
Garbage and Recycling		34,000
Gas		47,000
Telephone & Internet		2,500
Insurance		165,469
Management Fees		46,797
Miscellaneous		4,000
<b>TOTAL OPERATING EXPENSES</b>	<b>\$</b>	<b>590,000</b>

### CONTINGENCY RESERVE EXPENSES

Non-Segregated Reserves	\$	22,000
Capital Projects		55,000
Recarpeting Reserve Fund		50,000
<b>TOTAL CRF EXPENSES</b>	<b>\$</b>	<b>127,000</b>

<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>717,000</b>
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# BCS 2176 The Bentley

## Approved Strata Fee Schedule

for the period from March 1, 2025 to February 28, 2026

**(2.5% strata fee increase from 2024-25)**

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	\$400.81	\$87.31	<b>\$488.12</b>	36	606	117	\$400.81	\$87.31	<b>\$488.12</b>
2	102	87	\$298.04	\$64.92	<b>\$362.96</b>	37	607	90	\$308.31	\$67.16	<b>\$375.48</b>
3	201	99	\$339.14	\$73.88	<b>\$413.02</b>	38	701	102	\$349.42	\$76.12	<b>\$425.54</b>
4	202	84	\$287.76	\$62.69	<b>\$350.44</b>	39	702	84	\$287.76	\$62.69	<b>\$350.44</b>
5	203	99	\$339.14	\$73.88	<b>\$413.02</b>	40	703	102	\$349.42	\$76.12	<b>\$425.54</b>
6	204	89	\$304.89	\$66.42	<b>\$371.30</b>	41	704	89	\$304.89	\$66.42	<b>\$371.30</b>
7	205	117	\$400.81	\$87.31	<b>\$488.12</b>	42	705	117	\$400.81	\$87.31	<b>\$488.12</b>
8	206	117	\$400.81	\$87.31	<b>\$488.12</b>	43	706	117	\$400.81	\$87.31	<b>\$488.12</b>
9	207	90	\$308.31	\$67.16	<b>\$375.48</b>	44	707	90	\$308.31	\$67.16	<b>\$375.48</b>
10	301	99	\$339.14	\$73.88	<b>\$413.02</b>	45	801	102	\$349.42	\$76.12	<b>\$425.54</b>
11	302	84	\$287.76	\$62.69	<b>\$350.44</b>	46	802	84	\$287.76	\$62.69	<b>\$350.44</b>
12	303	99	\$339.14	\$73.88	<b>\$413.02</b>	47	803	102	\$349.42	\$76.12	<b>\$425.54</b>
13	304	89	\$304.89	\$66.42	<b>\$371.30</b>	48	804	89	\$304.89	\$66.42	<b>\$371.30</b>
14	305	117	\$400.81	\$87.31	<b>\$488.12</b>	49	805	117	\$400.81	\$87.31	<b>\$488.12</b>
15	306	117	\$400.81	\$87.31	<b>\$488.12</b>	50	806	117	\$400.81	\$87.31	<b>\$488.12</b>
16	307	90	\$308.31	\$67.16	<b>\$375.48</b>	51	807	90	\$308.31	\$67.16	<b>\$375.48</b>
17	401	99	\$339.14	\$73.88	<b>\$413.02</b>	52	901	102	\$349.42	\$76.12	<b>\$425.54</b>
18	402	84	\$287.76	\$62.69	<b>\$350.44</b>	53	902	84	\$287.76	\$62.69	<b>\$350.44</b>
19	403	99	\$339.14	\$73.88	<b>\$413.02</b>	54	903	102	\$349.42	\$76.12	<b>\$425.54</b>
20	404	89	\$304.89	\$66.42	<b>\$371.30</b>	55	904	89	\$304.89	\$66.42	<b>\$371.30</b>
21	405	117	\$400.81	\$87.31	<b>\$488.12</b>	56	905	117	\$400.81	\$87.31	<b>\$488.12</b>
22	406	117	\$400.81	\$87.31	<b>\$488.12</b>	57	906	117	\$400.81	\$87.31	<b>\$488.12</b>
23	407	90	\$308.31	\$67.16	<b>\$375.48</b>	58	907	90	\$308.31	\$67.16	<b>\$375.48</b>
24	501	99	\$339.14	\$73.88	<b>\$413.02</b>	59	1001	102	\$349.42	\$76.12	<b>\$425.54</b>
25	502	84	\$287.76	\$62.69	<b>\$350.44</b>	60	1002	84	\$287.76	\$62.69	<b>\$350.44</b>
26	503	99	\$339.14	\$73.88	<b>\$413.02</b>	61	1003	102	\$349.42	\$76.12	<b>\$425.54</b>
27	504	89	\$304.89	\$66.42	<b>\$371.30</b>	62	1004	89	\$304.89	\$66.42	<b>\$371.30</b>
28	505	117	\$400.81	\$87.31	<b>\$488.12</b>	63	1005	117	\$400.81	\$87.31	<b>\$488.12</b>
29	506	117	\$400.81	\$87.31	<b>\$488.12</b>	64	1006	117	\$400.81	\$87.31	<b>\$488.12</b>
30	507	90	\$308.31	\$67.16	<b>\$375.48</b>	65	1007	90	\$308.31	\$67.16	<b>\$375.48</b>
31	601	102	\$349.42	\$76.12	<b>\$425.54</b>	66	1101	102	\$349.42	\$76.12	<b>\$425.54</b>
32	602	84	\$287.76	\$62.69	<b>\$350.44</b>	67	1102	84	\$287.76	\$62.69	<b>\$350.44</b>
33	603	102	\$349.42	\$76.12	<b>\$425.54</b>	68	1103	102	\$349.42	\$76.12	<b>\$425.54</b>
34	604	89	\$304.89	\$66.42	<b>\$371.30</b>	69	1104	89	\$304.89	\$66.42	<b>\$371.30</b>
35	605	117	\$400.81	\$87.31	<b>\$488.12</b>	70	1105	117	\$400.81	\$87.31	<b>\$488.12</b>

# BCS 2176 The Bentley

## Approved Strata Fee Schedule

for the period from March 1, 2025 to February 28, 2026

**(2.5% strata fee increase from 2024-25)**

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	\$400.81	\$87.31	<b>\$488.12</b>	106	1606	117	\$400.81	\$87.31	<b>\$488.12</b>
72	1107	90	\$308.31	\$67.16	<b>\$375.48</b>	107	1607	90	\$308.31	\$67.16	<b>\$375.48</b>
73	1201	102	\$349.42	\$76.12	<b>\$425.54</b>	108	1701	102	\$349.42	\$76.12	<b>\$425.54</b>
74	1202	84	\$287.76	\$62.69	<b>\$350.44</b>	109	1702	84	\$287.76	\$62.69	<b>\$350.44</b>
75	1203	102	\$349.42	\$76.12	<b>\$425.54</b>	110	1703	102	\$349.42	\$76.12	<b>\$425.54</b>
76	1204	89	\$304.89	\$66.42	<b>\$371.30</b>	111	1704	89	\$304.89	\$66.42	<b>\$371.30</b>
77	1205	117	\$400.81	\$87.31	<b>\$488.12</b>	112	1705	117	\$400.81	\$87.31	<b>\$488.12</b>
78	1206	117	\$400.81	\$87.31	<b>\$488.12</b>	113	1706	117	\$400.81	\$87.31	<b>\$488.12</b>
79	1207	90	\$308.31	\$67.16	<b>\$375.48</b>	114	1707	90	\$308.31	\$67.16	<b>\$375.48</b>
80	1301	102	\$349.42	\$76.12	<b>\$425.54</b>	115	1801	102	\$349.42	\$76.12	<b>\$425.54</b>
81	1302	84	\$287.76	\$62.69	<b>\$350.44</b>	116	1802	84	\$287.76	\$62.69	<b>\$350.44</b>
82	1303	102	\$349.42	\$76.12	<b>\$425.54</b>	117	1803	102	\$349.42	\$76.12	<b>\$425.54</b>
83	1304	89	\$304.89	\$66.42	<b>\$371.30</b>	118	1804	89	\$304.89	\$66.42	<b>\$371.30</b>
84	1305	117	\$400.81	\$87.31	<b>\$488.12</b>	119	1805	117	\$400.81	\$87.31	<b>\$488.12</b>
85	1306	117	\$400.81	\$87.31	<b>\$488.12</b>	120	1806	117	\$400.81	\$87.31	<b>\$488.12</b>
86	1307	90	\$308.31	\$67.16	<b>\$375.48</b>	121	1807	90	\$308.31	\$67.16	<b>\$375.48</b>
87	1401	102	\$349.42	\$76.12	<b>\$425.54</b>	122	1901	102	\$349.42	\$76.12	<b>\$425.54</b>
88	1402	84	\$287.76	\$62.69	<b>\$350.44</b>	123	1902	84	\$287.76	\$62.69	<b>\$350.44</b>
89	1403	102	\$349.42	\$76.12	<b>\$425.54</b>	124	1903	102	\$349.42	\$76.12	<b>\$425.54</b>
90	1404	89	\$304.89	\$66.42	<b>\$371.30</b>	125	1904	89	\$304.89	\$66.42	<b>\$371.30</b>
91	1405	117	\$400.81	\$87.31	<b>\$488.12</b>	126	1905	117	\$400.81	\$87.31	<b>\$488.12</b>
92	1406	117	\$400.81	\$87.31	<b>\$488.12</b>	127	1906	117	\$400.81	\$87.31	<b>\$488.12</b>
93	1407	90	\$308.31	\$67.16	<b>\$375.48</b>	128	1907	90	\$308.31	\$67.16	<b>\$375.48</b>
94	1501	102	\$349.42	\$76.12	<b>\$425.54</b>	129	2003	144	\$493.30	\$107.46	<b>\$600.76</b>
95	1502	84	\$287.76	\$62.69	<b>\$350.44</b>	130	2001	145	\$496.73	\$108.21	<b>\$604.93</b>
96	1503	102	\$349.42	\$76.12	<b>\$425.54</b>	131	2002	173	\$592.65	\$129.10	<b>\$721.75</b>
97	1504	89	\$304.89	\$66.42	<b>\$371.30</b>	132	2103	144	\$493.30	\$107.46	<b>\$600.76</b>
98	1505	117	\$400.81	\$87.31	<b>\$488.12</b>	133	2101	144	\$493.30	\$107.46	<b>\$600.76</b>
99	1506	117	\$400.81	\$87.31	<b>\$488.12</b>	134	2102	173	\$592.65	\$129.10	<b>\$721.75</b>
100	1507	90	\$308.31	\$67.16	<b>\$375.48</b>	135	2203	144	\$493.30	\$107.46	<b>\$600.76</b>
101	1601	102	\$349.42	\$76.12	<b>\$425.54</b>	136	2201	144	\$493.30	\$107.46	<b>\$600.76</b>
102	1602	84	\$287.76	\$62.69	<b>\$350.44</b>	137	2202	173	\$592.65	\$129.10	<b>\$721.75</b>
103	1603	102	\$349.42	\$76.12	<b>\$425.54</b>						
104	1604	89	\$304.89	\$66.42	<b>\$371.30</b>						
105	1605	117	\$400.81	\$87.31	<b>\$488.12</b>						
						U/E Total:	<u>14182</u>				
						Monthly Totals:	<u>\$48,583.33</u>	<u>\$10,583.33</u>	<u><b>\$59,166.67</b></u>		
						Yearly Totals:	<u>\$583,000.00</u>	<u>\$127,000.00</u>	<u><b>\$710,000.00</b></u>		

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
TUESDAY, MAY 27, 2025**

**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 B., Doug M., Janice W., Gord M., Doug B., Sandi M. & Lilian Z.  
Regrets; 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 26, 2025. **CARRIED**

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

**(2) FINANCIALS**

The Treasurer reported that the statements for March & April required some adjustments and a reallocation of an expense. These amended statements have been posted on the Strata website.

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

**(3) BUSINESS ARISING**

**Interior Decorating Upgrading Project**

We have about \$144,500 as of May in the Interior Upgrading fund. A Levy to owners will be required to cover the cost of the full project work. Although exact pricing has still not been established, most owners can expect a Levy close to an average of \$3,000. This amount was updated in May.

**The Council has connected with a consultant who is in the process of assembling materials, samples and ideas to provide the Council with the best options. Early in 2025, Council pivoted their sourcing of quality carpet tiles and upgraded wallpaper samples to considering only quality Canadian suppliers. However, due to the lack of Canadian manufacturing plants, the Council consultant has currently sourced carpet tiles and wallpaper from European suppliers.**

Once we have narrowed the selections to 2-3 carpet samples and 2 wallpaper samples for each, they will be displayed with an opportunity for owners to indicate their carpet & wallpaper combination preferences.

**The comprehensive funding proposal for this project will be presented to the owners at a Special General Meeting later in the year.**

### **Fitness Room Flooring**

**The Council will be moving forward on June 2 with replacing the entire fitness room flooring with heavy duty rubber matting. During this project, the fitness room will be unavailable for use from Monday June 2<sup>nd</sup> – Friday June 6<sup>th</sup> as the equipment will need to be totally removed and stored in the amenity room during the installation.**

### **(4) CORRESPONDENCE**

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

The correspondence that was reviewed at this meeting included:

- a noise disturbance complaint.
- a report that various areas of the building have strong smells of both marijuana and cigarettes.
- a water leak from a faulty shut off valve under a sink.

### **VISITOR PARKING REMINDERS**

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

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

### **(5) NEW BUSINESS**

#### **In-suite water shut off valves**

In-suite water issues are the responsibility of the owner not the Strata. A water leak could well end up being an insurance claim on your personal policy. If you have never serviced your shut off valves, please be advised that they are now about 18 years old and likely in need of upgrading. In many instances, it's just a washer that requires replacing and or changing out the shut off valve itself to one that does not have a washer. In response to a recent leak at a unit from a faulty under the sink water shut off valve, Strata will again be presenting the owners with a proactive preventative maintenance project to upgrade these valves. Joe Lebert is a local plumber that has put together owner maintenance and upgrade projects before at the Bentley and will be contracted for this project. We will provide further updates next month on signing up to have Joe review with you your fixtures and shut off valves for his recommendations.

#### **Elevator Upgrades**

TK elevator has been onsite for about two weeks and will continue until June 6<sup>th</sup>. Their work is the final follow up to water damage repairs to both elevators from the December 2<sup>nd</sup> 2023 flood.

#### **Snow Services**

The Strata reviewed some quotes from snow service providers. It was previously decided by Council that we would not be contracting with Snow Queen this season. At this point, Tri-Cities is the front runner and the Strata Manager will meet onsite with the owner to clarify servicing issues.

### **(6) ADJOURNMENT**

There being no further business, the meeting was terminated at 7:42 p.m.

**On Behalf of the Strata Council BCS 2176 Don Cook, Senior Strata Manager [don@crpm.ca](mailto:don@crpm.ca)**

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
TUESDAY, JUNE 24, 2025**

**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 B., Doug M., Janice W., Gord M., Doug B., & Lilian Z., Gary W. 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 6:02 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held May 27, 2025. **CARRIED**

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

**(2) FINANCIALS**

The May Financials were not available to be reviewed as of the date of this meeting.

**(3) BUSINESS ARISING**

**Interior Decorating Upgrading Project**

We have about \$150,000 as of May in the Interior Upgrading fund. A Levy to owners will be required to cover the cost of the full project work. Although exact pricing has still not been established, most owners can expect a Levy close to an average of \$3,000. This amount was updated in May.

The Council has connected with a consultant who is in the process of assembling materials, samples and ideas to provide the Council with the best options. Early in 2025, Council pivoted their sourcing of quality carpet tiles and upgraded wallpaper samples to considering only quality Canadian suppliers.

However, due to the lack of Canadian manufacturing plants, the Council consultant has currently sourced carpet tiles and wallpaper from European suppliers.

The Strata Manager was directed to contact the contractors involved with some questions and to request additional samples.

Council feels that the colour of the carpet and wallpaper in the lobby area should be selected to coordinate with this area's tiles, wood baseboards and wood paneling whereas the colour scheme in the hallways of the tower should be selected to coordinate with the decor of that area. Once Council has narrowed the selections to 2-3 carpet samples and 2 wallpaper samples for each area, they will be displayed with an opportunity for owners to indicate their carpet & wallpaper combination preferences. The comprehensive funding proposal for this project will be presented to the owners at a Special General Meeting when the selection process is complete.

**(4) CORRESPONDENCE**

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

The correspondence that was reviewed at this meeting included a noise disturbance complaint and a report that various areas of the building have strong smells of both marijuana and cigarettes.

**VISITOR PARKING REMINDERS**

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

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

**(5) NEW BUSINESS**

**In-suite water shut off valves**

In-suite water issues are the responsibility of the owner not the Strata. A water leak could well end up being an insurance claim on your personal policy. If you have never serviced your shut off valves, please be advised that they are now about 18 years old and likely in need of upgrading. In many instances, it's just a washer that requires replacing and or changing out the shut off valve itself to one that does not have a washer. In response to a recent leak at a unit from a faulty under the sink water shut off valve, Strata will again be presenting the owners with a proactive preventative maintenance project to upgrade these valves. Joe Lebert is a local plumber that has put together owner maintenance and upgrade projects before at the Bentley and will be contracted for this project.

**Please see attached the scope of work and pricing provided by Joe. Please contact him directly to discuss or review with you your fixtures and shut off valves for his recommendations.**

**Elevator Upgrades**

TK elevator will again be onsite to work on both elevators, one at a time, for two weeks, July 7<sup>th</sup> – 11<sup>th</sup> & July 21<sup>st</sup> – 25<sup>th</sup>

**Snow Services**

The Strata reviewed some quotes from snow service providers. It was previously decided by Council that we would not be contracting with Snow Queen this season. At this point, Tri-Cities & Snow Pro Services are the front runners, and the Strata Manager will be contacting each to clarify servicing issues.

**Insurance Loss Prevention Evaluation**

**Aviva, a primary insurer of the Strata insurance policy, has contacted us regarding some recommendations intended to reduce the probability or severity of hazards leading to an insurance loss. These recommendations are being reviewed with actions being taken and or quotes obtained. The Strata responses have been provided to Aviva. We are awaiting their response.**

**Exterior Building Maintenance Review**

**Two contractor proposals to review the Bentley's exterior building maintenance were discussed by Council. Council approved BEMCO to undertake this review at a cost of \$7K.**

**(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](mailto:don@crpm.ca)**

## Water Shutoff Valves

All plumbing fixtures come with water shutoff valves.

If they are original to the building, we recommend they be changed.

They can be identified by a clear plastic handle. If the handle is accidentally bumped or an attempt is made to shut them off, water may begin to spray out.

In addition, there is a rubber washer inside these valves. These rubber washers are beginning to breakdown into pieces and these pieces are finding their way into the supply tubes and fixtures. This can result in the rubber pieces clogging up the waterways and severely reducing water flow . At this point, in most cases the plumbing fixture shutoffs will not shut off the water 100 percent.

Recommendation is to change them out and replace with brass quarter turn ball valve type shutoffs.

Cost to replace 9 shutoffs in a typical unit is \$395 plus GST.

Replacement of existing braided supply tubes at the same time is \$10/supply tube plus GST.

**Call Joe Lebert Plumbing at 604-728-6292 for further information.**

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
MONDAY, SEPTEMBER 22, 2025**

**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 B., Doug M., Janice W., Gord M., Lilian Z., 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 6:00 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held June 24, 2025. **CARRIED**

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

**(2) FINANCIALS**

The Treasurer reported that the statements for June & July were reviewed and no issues that would require adjustments were found. It was **MOVED/SECONDED** to approve these financials. **CARRIED**  
These statements will be posted on the Strata website.

**(3) BUSINESS ARISING**

**Interior Decorating Upgrading Project**

We have about \$180,000, as of September, in the Interior Upgrading fund. While the total cost of this project is still being determined, a Levy to owners will be required to cover some of the cost. Planning at this stage indicates that most owners should expect a Levy on average of \$3,000. The exact amount for each owner would be determined by the size of the owner's unit. The remaining funding will come from the Contingency Reserve Fund.

The Strata Manager was directed to contact the contractors involved with some questions regarding costs and to request larger samples.

**The comprehensive funding proposal for this project, representing funding from the Contingency Reserve Fund as well as a 3/4 Vote Levy, will be presented to the owners at a Special General Meeting, which we are hoping to hold no later than the 3<sup>rd</sup> week in November.**

After the funding has been approved by 3/4 Vote of the owners at the SGM, and all samples have been received and reviewed, the selections will be narrowed to 2 carpet samples and 3 wallpaper samples. These samples will be displayed with an opportunity for owners to indicate their carpet & wallpaper combination preferences. Nonresident owners will be sent a survey for them to respond with their preferences.

**The Strata welcomes all owners' input on the selection process. Once recieved, the Strata will be making the final selection combination decision.**

### **Exterior Building Maintenance Review**

Last meeting it was approved to have BEMCO undertake this review at a cost of \$7K. On September 10<sup>th</sup> they completed their review and we are awaiting their report.

### **Infrared Scanning Report**

Last month Strata approved proactive infrared scanning of the main electrical vaults and the elevator control room. These types of scans can identify weaknesses in the circuitry components and repairs and or replacements can be coordinated and scheduled thereby avoiding a sudden electric system shut down. As a result of this scanning, two repairs will be scheduled for **Thursday, October 16<sup>th</sup> at about 11am.**

**IMPORTANT : There will be a COMPLETE electrical shutdown for at least 1.5 hours while these repairs are being done. This shutdown will include both elevators & parkade gates. A Notice will be posted advising of this shutdown well in advance of the scheduled date.**

### **Persistent Lobby Fire Alarm Panel Beeping**

As all residents likely know by now, the Lobby Fire Panel has frequently been beeping. We have exhausted attempts to trouble shoot this issue. At this point, Strata is facing exploring quotes and contractor options to replace & upgrade the entire panel.

### **Caretaker Office Internet**

Urban Fiber provided the Bentley with Fiber Optic capacities for internet services for many years and connected the internet for the caretaker office computer for no charge. More recently, Beanfield acquired Urban Fiber and continued that free service. In November, that free service will come to an end and Council approved a conversion option to a monthly paid program.

### **(4) CORRESPONDENCE**

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

### **VISITOR PARKING REMINDERS**

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

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

### **(5) NEW BUSINESS**

For a couple of years now, Don Cook, our Strata Manager from Crossroads, has communicated that he is gradually working towards retirement. He would like to transition the Bentley to Cy, another Crossroads Strata Manager, by year end. The Strata has invited Cy to attend the next meeting in October so they can meet him.

### **(6) ADJOURNMENT**

There being no further business, the meeting was terminated at 7:45 p.m.

**On Behalf of the Strata Council BCS 2176 Don Cook, Senior Strata Manager [don@crpm.ca](mailto:don@crpm.ca)**

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
MONDAY, OCTOBER 27, 2025**

**LOCATION:**  
*Amenity Room*

**STRATA COUNCIL**

**PRESIDENT**  
*vacant.*

**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](mailto:don@crpm.ca)

**CROSSROADS MANAGEMENT**

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

**ATTENDANCE**

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

A few days prior to this Council meeting, the Council President, Doug B., submitted his resignation, due to conflicting demands on his time. Doug has done a tremendous job as the Council President, and his contributions have been greatly appreciated. He will be missed. His absence creates an opportunity for a new Council member to become part of the team. There is no urgency to fill the vacancy before the next AGM, just putting it out there for owners to consider themselves for a nomination to Council next April.

**PROPERTY MANAGER**

Don Cook & Cy Begon from 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 September 22, 2025. **CARRIED**

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

**(2) FINANCIALS**

The Treasurer reported that the statements for August & September were reviewed and no issues that would require adjustments were found. It was **MOVED/SECONDED** to approve these financials.

**CARRIED**

These statements will be posted on the Strata website.

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

We have about \$165,000, as of October, in the Interior Upgrading Fund. While the total cost of this project is still being determined, a Levy to owners will be required to cover some of the cost. Planning at this stage indicates that most owners should expect a Levy on average of \$3,000. The exact amount for each owner would be determined by the size of the owner's unit. The remaining funding will come from the Contingency Reserve Fund.

A few months ago, our focus on product selection was pivoted away from US based suppliers and possible additional tariff costs. With no luck finding Canadian wholesale wallpaper suppliers, we shifted towards sourcing products from Europe. That due diligence found some carpet tile suppliers in Denmark and a wallpaper supplier in England. However, we have subsequently found that these European-sourced suppliers have significant logistical hurdles related to complex payment methods, very expensive shipping costs and us not having a comfort level of how any customer service issues would be handled. They even wanted \$680 before they would even send us samples.

At this point in time we are re-considering US made products, especially those that have local Canadian distributors with product at their warehouses. Primarily, we want to look out for owners' interests and concerns about unnecessary inflated pricing that would negatively tilt the amount of each owner's Levy.

### **Exterior Building Maintenance Review**

In 2021, we had the first comprehensive inspection of the building exterior conducted since the building was constructed. That inspection revealed that much catch-up maintenance required and in 2022, \$100,000 in a variety of maintenance repairs were completed. At the last meeting, it was approved to have BEMCO undertake a new exterior building review at a cost of \$7K. On September 10<sup>th</sup>, they completed their review, and the Council discussed their report. The report was favorable overall, which is what we expected. Based upon this comprehensive report, Council approved targeted repairs in the amount of \$28,950.

### **Persistent Lobby Fire Alarm Panel Beeping**

As all residents likely know by now, the Lobby Fire Panel has frequently been beeping for weeks. On October 23<sup>rd</sup>, the internal power supply circuits were replaced and upgraded at a cost of \$7,500. This cleared the messages and stopped the beeping for a few days. We anticipate that the annoying beeping many of you have experienced is finally over.

### **Caretaker Office Internet**

In November, the free internet service that Urban Fibre, and, subsequently, Beanfield, provided to the caretaker office service will come to an end. Council approved a conversion option for this service to a \$40 monthly paid program with Beanfield.

## **(4) CORRESPONDENCE**

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

Correspondence reviewed at this meeting included; strata lot superficial damage which will be owner responsibility, water damage to a unit that will be the source of the leak unit responsibility, upgraded flooring damage which will be an owner responsibility, owner request for a smaller weight room bench, ground floor patio tile damage, owner request for clarification of Bylaws specifically referencing storage allowed in parking stalls, tree trimming on the north side of the building and an owner requesting a modification to the exterior windows at their unit to address flies entering through weeping holes. They are prepared to pay BEMCO for the modification when the contractor is out doing exterior building maintenance as approved in these minutes.

## **(5) NEW BUSINESS**

For a couple of years now, Don Cook, our Strata Manager from Crossroads, has communicated that he is gradually working towards retirement. He would like to transition the Bentley to Cy Begon, another Crossroads Strata Manager, by year end. The Strata has invited Cy to again attend the next meeting in November to continue to facilitate his transition.

## **(6) ADJOURNMENT**

There being no further business, the meeting was terminated at 8:15 p.m.

**On Behalf of the Strata Council BCS 2176** Don Cook, Senior Strata Manager [don@crpm.ca](mailto:don@crpm.ca)

**BCS 2176 THE BENTLEY  
STRATA COUNCIL MEETING MINUTES  
MONDAY, NOVEMBER 24, 2025**

**LOCATION:**  
*Amenity Room*

**STRATA COUNCIL**

**PRESIDENT**  
*vacant.*

**VICE PRESIDENT**  
*Janice W.*

**TREASURER**  
*Doug M.*

**COUNCIL MEMBER**  
*Gord M.*

**COUNCIL MEMBER**  
*Lilian Z.*

**COUNCIL MEMBER**  
*Sandi M.*

**COUNCIL MEMBER**  
*Gary W.*

**STRATA MANAGERS**  
*Don Cook & Cy Begon*  
E-Mails: don@crpm.ca  
Cy@crpm.ca

**CROSSROADS MANAGEMENT**

**CROSSROADS CONTACT  
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*(778)578-4445*

**ATTENDANCE**

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

**PROPERTY MANAGER**

Don Cook & Cy Begon from CrossRoads Management

**(1) CALL TO ORDER**

It was **MOVED/SECONDED** that the meeting was called to order at 11:30 a.m.

**CARRIED**

**Resident Hearing Request**

A resident requested the opportunity to address the Council regarding a long-standing complaint that she felt has not been addressed to her satisfaction. This resident read a statement in which she indicated that she has been disturbed for several months by daily noise and vibrations. After she completed her statement Council members asked the resident questions to clarify this issue.

In April & May 2025, when this issue was first raised, extensive research into it was conducted by the Strata Council. This research included, but was not limited to;

-ruling out any mechanical equipment, renovations, plumbing equipment and exterior maintenance equipment as the source of disturbances.

-on several occasions, at various times and dates, building staff, Council members, the Strata Manager, and others have been in the lobby, on the 9<sup>th</sup> floor and even inside the resident's unit to experience first-hand these reported disturbances. Nothing was experienced by multiple people, even those standing right with the resident while she said she experienced these vibrations and noises. Videos sent by the resident to show proof of these reported significant vibrations failed to show evidence of them.

-a Notice was posted inside the building for a full two weeks in May 2025 requesting any owner report any unusual vibrations or noises that have affected their enjoyment of their strata lot. Given there are 137 units with close to 250 occupants living at the Bentley, the Strata Council and Strata Manager received zero collaborating complaints.

The Strata will explore what measurement equipment this resident or the Strata could use that would be capable and sensitive enough to measure and record over a period of time the type of noise and vibrations this resident has identified.

**(2) APPROVAL OF MINUTES**

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held October 27, 2025.

**CARRIED**

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

**(3) FINANCIALS**

The Treasurer reported that the statements for October were reviewed and no issues that would require adjustments were found. It was **MOVED/SECONDED** to approve these financials. **CARRIED** These statements will be posted on the Strata website.

**(4) BUSINESS ARISING**

**Interior Decorating Upgrading Project**

We have about \$165,000, as of October, in the Interior Upgrading Fund. While the total cost of this project is still being determined, a Levy to owners will be required to cover some of the cost. Planning at this stage indicates that most owners should expect a Levy on average of \$3,000. The exact amount for each owner would be determined by the size of the owner's unit. The remaining funding will come from the Contingency Reserve Fund.

At this point in time we are re-considering US made products, especially those that have local Canadian distributors with product at their warehouses. Primarily, we want to look out for owners' interests and concerns about unnecessary inflated pricing that would negatively tilt the amount of each owner's Levy.

**Elevator Issues**

Hopefully, the elevator technician has finally replaced a component that is anticipated to resolve the issue with the elevators not properly restoring to normal operation after a power outage or generator testing.

**(5) CORRESPONDENCE**

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

Correspondence reviewed at this meeting included; water damage to a unit that the source was determined to be a failed toilet seal in the above unit and will be the above unit's responsibility, an owner request for a smaller weight room bench, water damage to a unit that the source was determined to be a leaking drain in the shower in the above unit and will be that above unit's responsibility, a report of significant moisture leaking from the ducting on the ceiling of a unit's balcony. This leak is currently under investigation.

**(6) NEW BUSINESS**

**Crossroads transition to another Strata Manager.**

Don brought Cy Begon to the October & November Council Meetings as part of the transition process. Cy is another Crossroads Strata Manager and is scheduled to fully transition into Don's role by January.

**Roof Assessment**

Robinson Roofing will be providing the Strata with a complimentary roof maintenance and condition report.

**(7) ADJOURNMENT**

There being no further business, the meeting was terminated at 2:05 p.m.

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

Don Cook, Senior Strata Manager [don@crpm.ca](mailto:don@crpm.ca) & [cy@crpm.ca](mailto:cy@crpm.ca)