

STRATA PLAN BCS 2176 – THE BENTLEY

STRATA COUNCIL

President	Vacant
Vice-President	Janice W.
Treasurer	Doug M.
At-large	Gord M.
At-large	Lilian Z.
At-large	Sandi M.
At-large	Gary W.

ATTENDANCE

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

REGRETS

Sandi M.

MEETING LOCATION

Amenity room

STRATA AGENT

Cy Begon
CrossRoads Management Ltd.
#215 – 7455 132nd Street
Surrey, B.C. V3W 1J8
Cy@crpm.ca

24 HR & EMERGENCY CONTACT

778-578-4445

Please note: Unless otherwise indicated, all carried motions are by unanimous vote.

(1) CALL TO ORDER

The meeting was called to order @ 1:00pm. The Agenda was approved as presented.

(2) ADOPTION OF PREVIOUS MINUTES

Approval of previous minutes: It was **Moved/Seconded** to approve the minutes of the Council Meeting held on November 24, 2025. **CARRIED**

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

(3) FINANCIAL REPORT

- 3.1 Financial statements:** Council reviewed the financial statements up to December 2025 and **Moved/Seconded** to approve these. **CARRIED**
- 3.2 Arrears:** There are no owners that are in arrears.

(4) BUSINESS ARISING FROM PREVIOUS MINUTES

- 4.1 Roofing Assessment:** Council received a free roofing report from Robinson Roofing. Overall, the roof is in good shape. They did identify several minor issues and quoted \$2997.21 + GST to address these. Council noted these are very minor issues and do not require a 3rd party roofer to do. They rejected the quote.
- 4.2 Grates & Pit repairs:** Quotes for these repairs were received from Pacific Ace and Jim Corlett. Jim Corlett's was chosen. The scope of this work includes applying a waterproof membrane around the tops and outside edges of the pits, applying a coating in the pits and installing grates.
- 4.3 Roof anchor permits expire March 3rd:** Council and Cy are following up to get the roof anchors permits updated as they are required before any exterior work is done by Bemco & Black Tie.
- 4.4 Bemco exterior maintenance report:** Bemco will be scheduling exterior building repairs late May – early June. Notices will be posted on the website and in the building prior to the start of this work.
- 4.5 Black Tie dryer vent, window, railing, and exterior balcony washing is scheduled for May 4th – 15:**

(5) NEW BUSINESS

- 5.1 Annual fire inspection report:** City Fire completed the annual fire inspection and reported that access was not available to approximately 25 units. Follow-up inspections will be scheduled. Council reminds owners that they are responsible for ensuring access to their units for this mandatory testing. If access cannot be provided and additional visits are required, any associated costs will be charged back to the unit. City Fire also found several expired smoke alarms. They replaced some during their visit and will replace the 12 remaining during their follow-up..
In addition, high pressure was identified in the fire pump/sprinkler system. Council is awaiting a quote from Richtek to address this issue.
- 5.2 Leak issues completed & paid:** There were several units that were waiting for drywall repairs after their walls had been opened up to address leak issues. One of these repairs was due to a common property leak and Strata covered the costs. The others were due to issues within the units, and the owners covered the cost of those repairs.
- 5.3 Closing of front door:** Push to Open Doors came out to fix an issue with the front entrance doors. They also advised the replacement of the concealed door closer. Their quote for this was \$2,362.50. This work was approved and completed.
- 5.4 Building post repair:** Canstar restoration hit one of the posts driving out of the parkade. We followed up with Jay at Canstar to have this repaired. They were not able to do it themselves and would have had to go with a 3rd party. Jim Corlett was able to do the repair on this post and a small repair on the post at the front door for \$210.00. Jay at Canstar agreed to pay this. Cy has been following up with Jay to get the \$210.00
- 5.5 Elevator tiling:** Don Cook followed up with TK elevators to confirm there is no issue with re-tiling the elevators. Council is scheduling the installation of the new elevator tiles.
- 5.6 Trash compactor:** Rosa reported that the trash compactor was making odd sounds. Waste Control Services tech was on site Tuesday Jan 20th. He greased the contact points in the bulkhead and this resolved the issue.
- 5.7 Rooftop boiler leak:** Rosa advised the boiler on the rooftop is leaking. Citywide attended and reported a leak in the pipe leading to the boiler. This leak will be repaired by Citywide.
- 5.8 HVAC in parkade:** Rosa advised cold air in parkade. Citywide looked at the parkade when on site for boiler. Joanie from Citywide advised there was also a leak in the parkade they were able to get repaired. I asked for further confirmation if this leak is related to the loss of heat. She was not certain and would follow up.

(6) CORRESPONDENCE

- 6.1 Package Thefts in lobby:** Council received correspondence from an owner regarding package thefts in the lobby which included a suggestion to install package storage lockers. Council obtained quotes from Blue Box for several locker configurations; however, the costs and ongoing subscription fees are significant. As theft has not previously been a serious issue, Council is not proceeding with this option at this time. Council reminds residents to promptly collect delivered packages and not to buzz in or grant access to anyone they do not recognize or are not expecting.

(7) ADJOURNMENT

There being no further business, the meeting was adjourned at 3:00p.m.

These minutes were prepared on behalf of Strata Council by Cy Begon, Strata Agent for BCS2176.

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(3) FINANCIAL REPORT

3.1 Financial statements: The January financial statements were not prepared in time for the council meeting. The December 2025 financials were approved in the January council meeting.

3.2 **Arrears:** There are no owners that are in arrears.

(4) BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 **Grates & Pit repairs:** Repairs to the pits and grates that cover them have been completed. The work was done by Jim Corlett and the total was \$5,182.76

4.2 **Roof anchor permits:** Black-tie was on site Thursday, Feb 19th, to inspect and certify the roof anchors. They all passed so exterior building maintenance and cleaning can proceed.

4.3 **Exterior maintenance:** Black Tie is scheduled to be on site May 4-15th to do annual dryer vent cleaning, window washing, and railing & exterior balcony cleaning. Notices will go out to residents a few weeks in advance of May 4 with the dates and times schedule.

4.4 **Bemco exterior maintenance:** A quote submitted by Bemco to do targeted exterior repairs was accepted by Council. This work is on track to be scheduled late May to mid-June. Notices will go out in advance.

- 4.5 **Fire panel issues:** Cy is following up with Chubb Edwards to address error messages on the fire panel that have appeared after testing.
- 4.6 **Wallpaper: and Carpet** Council is continuing to work with vendors regarding supplying and installing the new wallpaper and carpet. Once they have all the information, narrowed down the choices, and received quotes, they will go to owners to have a vote on choosing an option for each from a few selections and on how to proceed.
- 4.7 **Insurance:** Council has noted that insurance is the single largest expense for the Strata and they have sought multiple quotes to make sure we are getting the best deal while still making sure that there is good coverage. They are still waiting for follow-up quotes from Acera and BFL to make a final decision on insurance for the coming year.
- 4.8 **High PSI:** Cy is dealing with Richtec to resolve an issue with higher-than-normal pressure in some of the sprinkler lines.

(5) **NEW BUSINESS**

- 5.1 **Leak:** A unit reported a leak. City Wide Plumbing attended and determined the source of the leak was from a faulty shower pan in the unit above.
Council **Moved/Seconded** to approve sending a chargeback letter to the owner of the source of the leak once final costs are determined. **CARRIED**
The owner of the source unit of the leak has been notified that per the Strata's bylaws, they are to expect a chargeback letter for costs relating to this issue.
- 5.2 **Spring Clean Up:** Council has scheduled the annual spring clean-up with Tidy Trailers starting Monday, March 9 and ending March 15. Notices will be posted to advise residents of these start and end dates. Please do not leave large items inside the garbage room before this date.
- 5.3 **Review of water shut down procedures:** Council asked Cy to reach out to Geoffrey at City Fire to review water shutdown procedures so that, in the case of an emergency, they can properly shut off the water to prevent extensive water damage.

(6) **NOTES**

- 6.1 **Barbecuing:** Council has noted that some people are already starting to barbecue. They ask that residents please be respectful of their neighbours and make sure that their barbeque is clean and as smoke free as possible. Also, Strata Bylaw 4.2 (l) requires that an owner, tenant, occupant or visitor must not use a barbeque between the hours of 10:00 p.m. and 8:00 a.m.
- 6.2 **Parking Stall Bike Anchors:** If you want to install a bike anchor in your parking spot in order to be able to lock up your bike, please reach out to the council approved vendor, Joe Lebert (604) 728-6292 Lebert.joe@gmail.com. He can supply and install these for you.

(7) **ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:30p.m. The next meeting will be scheduled for March 30th

These minutes were prepared on behalf of Strata Council by Cy Begon, Strata Agent for BCS2176