

**BCS 2176 THE BENTLEY
STRATA COUNCIL MEETING MINUTES
MONDAY, OCTOBER 25, 2021**

LOCATION:

VIA 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 M., Janice W., Doug B., Lilian Z., Gord M. and 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 5:35 p.m.

It was **MOVED/SECONDED** to approve the minutes of the Council Meeting held July 22, 2021. **CARRIED**

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

Council Member Resignation

The Council regrestfully announces that Eve has had to leave the Council due to increased work responsibilities. Eve is thanked for her years of service to the Bentley community.

Eve served as the Council Vice President. It was moved that Janice, another senior member of Council, assume the Vice President position. Motion Carried & Janice accepted this appointment.

Prior to this meeting, the Council reviewed a request to join the Council from another owner – Sandi. The Council discussed this addition and unanimously approved her appointment to the Council as a member at large.

(2) FINANCIALS

It was **MOVED/SECONDED** to approve the September 2021 financials by the Treasurer Doug M. **CARRIED**

(3) BUSINESS ARISING FROM PREVIOUS BUSINESS

Bemco Inspections Report

The Strata has now received the Bemco exterior building and balcony condition assessment. This report has identified current existing repair and maintenance issues. Bemco has been asked to quote on the maintenance work their report identified. A second quote will be sought from another contractor for due diligence. Funding for this work will be addressed at the AGM next year. As consistent dry and warm weather is required to address these maintenance issues, scheduling will be postponed until late spring.

Non-Emergency Manifold Replacements – Update

In prior minutes, we indicated that strata would be scheduling a non-emergency plumbing project wherein owners could sign up for a proactive manifold replacement at their own expense. The purpose of this project is to replace the unit's manifolds (one or both) now before there could be a future leak.

In addition to the replacement of the manifolds themselves, there would be drywall cutting, patching and painting involved at an estimated additional minimum cost of \$300 per unit. These costs would be a little different for each unit, so we would want the contractor to assess the area with the plumber to better determine those costs

The Council wishes to remind owners that, if these manifolds were to leak in the future, repair costs would remain an owner responsibility. These internal unit water control manifolds are not a strata responsibility. The Strata is simply organizing the contractors for owners to benefit from a group project cost savings.

Currently we have a list of 23 owners looking to get this work done. If you are interested in more information or also having the preventative replacement done, please contact don@crpm.ca

Enterphone Quotes – Security

The Council has decided on the quote submitted by NexGen to have a single security bar installed at the parkade entrance and front door enterphone panels.

In Suite Fire Inspections – November 12

City Fire will again be testing the Bentley's fire protection devices as required by the Fire Department. Devices in the common areas will be tested first over the course of two days. A Notice regarding this work has been posted.

In suite testing will take place on November 12th. Each unit is required to provide access for about 5 minutes for this mandatory testing to take place. It is requested that if you will not be home when your floor is scheduled, you make arrangements with a friend, family or neighbor to provide this access.

If you have left an emergency key with Mara for this type of mandatory testing, Mara will accompany City Fire and use that key to give them access to your unit on the testing day.

Fitness Equipment Contact

Four years ago, the fitness room equipment was upgraded. At that time, the funding for the new equipment was arranged through a lease to own and maintenance contract with National Leasing. The Strata would like all the owners to know that the last monthly payment due under that contract was paid in September 2021.

(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.

Issues discussed at this meeting included: A request to have an in suite plumbing invoice be reimbursed to an owner, dryer vent issues, a locker room spill, noise disturbances, manifold project questions and Council consideration for this to be a Strata paid for project and or to include all units.

(5) NEW BUSINESS

All Owners, Please Be Advised Again: If you are renting please ensure that your tenants are aware of the following information.

Lint Screens

Besides the lint screen on the door of the unit's dryer, there is a secondary lint screen located near the dryer closet's vent booster pump. If this secondary screen is not regularly cleaned, eventually the booster pump will be damaged or broken. Lint build up in this secondary screen will greatly reduce the proper air flow into the ducting system resulting in moisture accumulating along the ducting. Repair or replacement of the booster pump is an owner responsibility.

Dryers

As a further note to the above paragraph, the dryers should be run on high a good five minutes after removing each load of clothes from the dryer.

This procedure will allow additional hot air to pass through the venting and should remove any residual moisture in the duct. Failure to follow this procedure may result in water damage to the unit.

Bathroom Fans

The bathroom fans also play a major factor in lowering the humidity levels within the unit and preventing damage. These fans should be used during, and left on after, showering until the humidity levels have been significantly reduced. Recent inspection have found that these bathroom fans often have not been regularly cleaned. The bathroom fan grill can easily be disconnected and the fan and motor vacuumed.

If your bathroom fan is blocked with dust it cannot exhaust the humidity properly. This leads to the moisture from showering allowed to condensate in the exhaust ducting. This can be seen readily by inspecting your exterior balcony vents, where drips of moisture can be seen and the grill showing other moisture damage.

Kitchen fans also reduce the steam and cooking humidity levels. Damage resulting from high humidity levels in the unit is the responsibility of the owner.

(6) ADJOURNMENT

There being no further business, the meeting was terminated at 7:12 p.m.

NEXT MEETING DATE – Wednesday, December 1st.

On behalf of the Strata Council BCS 2176

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