

**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN BCS 1399  
THE BENTLEY**

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Held on Wednesday, February 6, 2008  
Within the Lounge  
1001 Homer Street, Vancouver, B.C.

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<b>COUNCIL IN ATTENDANCE:</b>	Jennifer Bergman	President
	Ryan Hills	Secretary/Vice President
	Colin McBride	Treasurer
	Nolan Peterson	
	Todd Lingle	Maintenance/Landscaping (joined the meeting at 7:50 pm.)
<b>REGRETS:</b>	Garrett Munroe	
	Seng Jin Ooi	
<b>SENIOR PROPERTY MANAGER:</b>	Fern Barker	Crosby Property Management Ltd.
<b>PROPERTY MANAGER:</b>	Ron Buzikievich	Crosby Property Management Ltd.

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The meeting was called to order at 7:05 p.m. by the Property Manager.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the minutes of the Council meeting held January 8, 2008 as previously distributed. CARRIED

**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the December 2007 financial statements as previously distributed. CARRIED

**REPORT ON UNAPPROVED EXPENDITURES**

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

**REPORT ON LITIGATION**

The Strata Council is initiating foreclosure on a strata lot that is in arrears for strata fees, with all legal costs associated with the collection and foreclosure begin assessed to the strata lot owner.

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**DEFICIENCIES**

**Elevator**

The elevators has not been down as often as previously, with about 4 callouts in the past couple months. The manufacturer from Quebec was on site over a period of a week in order to determine what the source of the shutdowns might be. No follow up report from Richmond Elevator or the manufacture has been received as yet.

**Roof**

The water ingress into one of the penthouses is continuing to be addressed by Polygon, with further repairs/work being done to locate and correct the source of entry. Polygon is now providing regular updates of work being done around the property under warranty.

**Water Ingress in the Locker Room**

The holes in the landscaping have been filled in by Premier Landscaping (with ITC paying them directly) following resealing of the concrete over the locker room. There has been no further report of water ingress in this area.

**St. Paul's Insurance and Polygon**

The Property Manager expressed concern with regard to the communication from the warranty provider and the manner and type of information which had been presented to them several times. An on site appointment has now been scheduled with St. Paul's and Polygon for Wednesday, February 20<sup>th</sup> at 10:00 am. at which time, matters like the roof, garbage room leak, locker room follow-up and RDH report will be addressed. It was noted however that some of the deficiencies are now being aggressively addressed by Polygon/ITC.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. **Treadmill**

An appreciation of thanks was expressed to Seng for the amount of time and work that he had done outing together a spreadsheet with many treadmill options, pricing and warranties. It was agreed that as Seng had done the research and would be most knowledgeable on recommending one or two treadmills, council would rely on his recommendation and take a vote by way of email. It was noted in his report as well that the electrical may need to be changed to accommodate a new machine.

2. **Exterior Grounds Lights**

An additional quotation had been received from Houle Electric for \$12,000.00. Commercial lighting had quoted previously with several options however their pricing did not include labour and they were higher than Power Pro Electric. Houle Electric had noted in conversation with the Property Manager that in ground lighting generally causes problems over time as wiring breaks, or rusts as water enters the conduit and the best option long term option is to install above ground lighting pots.

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However, as posts would be extremely expensive to install and would probably be damaged as easily as the current lighting system, it was agreed the best option at this time was for the in ground. It was moved/seconded to approve the quotation from Power Pro to install in ground lighting on Homer and Nelson for approximately \$7,000.00. CARRIED

3. **Ashtrays**

It was agreed to leave the garbage containers/ashtrays as they are but to monitor the situation and re-address in the future, if needed.

4. **Resident Manager**

The Resident Manager will be taking a four month leave of absence to be effective February 29<sup>th</sup>, and a Temporary Resident Manager has been engaged to cover this time. The Property Manager drew up specific contracts to cover the temporary employment and occupancy of the Resident Manager suite for the Temporary Resident Manager and the leave of absence and return to work by the Resident Manager. The temporary Manager, Peter, will begin work on February 18 for 4 hours per day and full 8 hours beginning February 25<sup>th</sup>.

5. **Card Readers for the Stairwell**

It was moved/seconded to approve the CIS quote for approximately \$6,000.00 to install a card reader at the entry to one stairwell from the lobby and to move and install additional cameras in key areas. CARRIED

The Property Manager noted that there should be an allowance of approximately 50% for additional and possibly unknown expenses for moving and installation of wires, set up to the security system and patching/painting.

6. **Truck Incident & the Grate/Tow Truck Incident & Parkade Sprinklers**

The Property Manager continues to follow up with the insurance adjusters with regard to the grate incident and the sprinkler line as reimbursement for expense incurred by the strata has not been received as yet.

**NEW BUSINESS**

1. **Spring Cleaning**

One window cleaning has been budgeted for this fiscal year however it was decided to proceed with a spring cleaning and consider a late fall window cleaning and chem-clean which could be allocated to next years budget.

Parkade and common area pressure washing and degreasing is scheduled for April as well.

2. **Rentals/Insurance**

The Property Manager noted that the insurance company had provided some information as to number of rentals vs insurance as a result of damages from an illegal activity. Further information is being obtained by Crosby on this issue.

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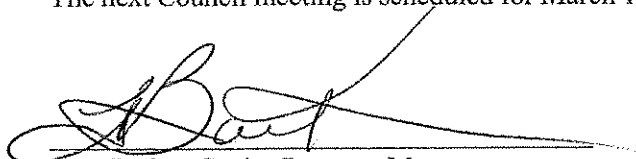
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3. **Other**

A Council member reported that the crack in the wall on the 11<sup>th</sup> floor as a result of damages caused by one of the occupants of the floor was still showing after touch ups were done. The Property Manager will ask that Style Pro return to assess and make repairs as necessary.

There being no further business the meeting adjourned at 8:50 p.m.

The next Council meeting is scheduled for March 18<sup>th</sup>, 2008 at 7:00 pm.



Fern Barker, Senior Property Manager  
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**Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.**