

**MINUTES OF STRATA COUNCIL MEETING
STRATA CORPORATION BCS 1399 – THE BENTLEY**

HELD: Wednesday, January 4th, 2006 – 7:00 pm
Lobby Meeting Room – 1001 Homer Street, Vancouver, BC V6B 1M9

PRESENT:

Jonathan Bones	#1606	Dennis Yee	#305
Margo Koch	#606	Connie Goy	#307
Christopher Nicholson	#2502	June Wyse	#902
Paul Wylie	#1206		
Don Dingman, Martello Property Services Inc.			

GUESTS: Frank Khoshkam, Resident Caretaker

CALL TO ORDER:

The meeting was called to order at 7:05 pm by Strata Council President, Jonathan Bones.

1. ADOPTION OF MINUTES OF DECEMBER 7TH, 2005 MEETING:

ERRORS AND OMISSIONS: 5(d) Hours of Operation (Spa and Gym): It was noted that the hours of operation for the gym and spa should read:

"Monday through Thursday and Sunday – 5:00 am to 11:00 pm
Fridays and Saturdays – 5:00 am to 11:00 pm"

It was moved, seconded (Nicholson #2502 / Yee #305) and **CARRIED UNANIMOUSLY** to adopt the minutes of the December 7th, 2005 Strata Council meeting as amended.

2. RESIDENT CARETAKER'S REPORT:

Resident Caretaker, Frank Khoshkam reported to Council on the following items of concern:

1. It was noted by the caretaker that several owners are complaining about a problem with pet feces in the second level courtyard area. It was noted that this is creating a health and safety concern for other residents as well as staff.
2. Ongoing problems with elevators have been reported by the resident caretaker. Richmond Elevator has been several times during the last month to deal with issues relating to the elevators.
3. It was noted that there is an ongoing problem with residents continuing to use the visitor parking spaces.
4. Follow up regarding clarification of the booking of the meeting room was requested and Council will be reviewing the forms and documentation will be forwarded to the resident caretaker.
5. Move-In / Move Out procedure was again reviewed and Council reminds all owners that book-ins for move-ins and move-outs must be coordinated through the resident caretaker. Council would request that all owners try and book move-ins from 8:00 am – 5:00 pm Monday to Friday. For any move-in /move-outs during the weekend the resident caretaker must be contacted prior to 5:00 pm on Friday. The resident caretaker's phone number is 778-688-8048.

1. COMMITTEE REPORTS:

1. Security Committee:

(a) Parking Tickets:

It was confirmed that Council has been issued parking tickets and Council advised that they are ticketing illegally parked vehicles.

(b) Distribution of Visitor Parking Passes:

It was confirmed that management has been given a visitor parking pass.

All residents are reminded that residents parking in visitor parking will be ticketed and, where necessary, vehicles will be towed. Council also reminds residents that visitor parking passes must be displayed on all visitors' and guests' vehicles between the hours of 11:00 pm to 8:00 am.

(c) Installation of Astragals and Lock Upgrading:

Management confirmed that Associated Locks has installed four astragal plates and upgraded the locks on the door to the lobby level service corridor.

(d) Review of Rental Forms for Meeting Room:

Council reviewed the rental forms to be used for the Bentley meeting room. Following discussion and amendments Council approved the forms.

(e) Amenities Room Rules:

Council reviewed the Amenities Room Rules and following discussion it was moved, seconded (Yee #305 / Nicholson #2502) and **CARRIED UNANIMOUSLY** to adopt the Amenities Room Rules. A copy of the Amenities Room Rules is attached.

Council reminds all residents that the Amenities Rooms are shared facilities and cooperation and consideration of other is of prime concern for all residents.

5. BUSINESS ARISING FROM MINUTES:

(a) Lock Box and Emergency Keys for Strata Council:

Management confirmed that the lock box has been given to the resident caretaker and following discussion with Council it was agreed that a set of keys would be put in the box and Council would have access in cases of emergency.

(b) Strata Council Orientation – Service Rooms:

It was noted that this matter is pending and Council will follow up with the resident caretaker to review the service rooms.

(c) Common Area Inspection (November 2, 2005):

Management noted that they had followed up with Polygon Construction Management Ltd. again regarding requesting a full report and are awaiting missing pages.

(d) Visitor Bike Storage Rack:

Management advised that Advantage Bike Racks had been contacted and a visitor bike storage rack has been ordered. Management confirmed that the visitor bike storage rack will be installed at the loading zone building entry area.

(e) Review of Spa Leak Problem:

Management reported on their follow up discussions with Polygon Construction Management Ltd. It was noted that Polygon Construction had been on site recently to review the issue regarding the leaks from the Spa. The resident caretaker advised that a further meeting has been set up with the general contractor to test the spa for leaks.

(f) Reinstallation of TV in the Gym:

Management confirmed that following discussions with Polygon Construction they have agreed to properly reinstall the TV in the gym area. It was confirmed that the TV has now been reinstalled and awaiting drywall and painting.

(g) Common Area Garbage and Ashtray Containers:

Management confirmed that Sanderson Concrete Products has delivered the two exposed aggregate common area garbage and ashtray containers.

Council notes that the Strata Corporation has a no smoking rule for all common areas and Amenities Rooms. All owners are restricted to smoking in the designated smoking areas at the front entrance and loading bay areas where the garbage and ashtray containers are located. Council requests the cooperation of all residents in this matter.

(h) Locking Cabinet for Strata Council Minutes:

Management confirmed they have received the locking cabinet from Visual Displays. It was noted that the cabinet should be installed shortly and the minutes of Council meetings would be posted in the cabinet.

(i) Orientation for Caretaker Regarding Emergency Generator:

Management reported on their follow up discussions with Simpson Maxwell to arrange for an orientation for the caretaker on the operation of the emergency generator.

(j) Service Contract:

Management also advised they would follow up with Simpson Maxwell regarding a service and maintenance contract for the emergency generator.

(k) Pet Bylaws – Restriction Regarding Breeds of Dogs Allowed:

Council noted that a prohibited breed of dog (i.e. pit bull) has been seen in the common areas. Council notes that it is in violation of Bylaw 3(4)(f)(iv) and a letter has been sent to the resident of the strata lot asking for the removal of the dog from the strata lot and common property.

Council again reminds all residents and landlords to review their bylaws regarding pets to ensure that prohibited breeds of dogs are not allowed in the building.

6. FINANCIAL STATEMENTS FOR NOVEMBER 2005:

(a) Financial Statements for November 2005:

Following review of the November 2005 Financial Statement, it was moved, seconded (Koch #606 /Bones #1606) and **CARRIED UNANIMOUSLY** to adopt the November 2005 Financial Statement as prepared by Martello Property Services Inc.

(b) Accounts Receivable as of December 31st, 2005:

The accounts receivable were discussed and Martello Property Services Inc. were instructed to effect collection as necessary.

Council again advises all owners in arrears of maintenance fees that they are assessing a late payment interest charge as per the bylaws.

(c) Form G Liens:

Management reported on progress regarding a number of pending Form G liens. Council again authorized management to proceed with the placement for Form G liens on any accounts that are 90 days past due. Following discussion, Council authorized management to proceed with the placement of Form G liens if any of these accounts are not brought up to date.

NEW BUSINESS:

1. Correspondence:
Council reviewed a number of items of correspondence and following discussion directed Management to follow up accordingly.
2. Drywall Repairs (Main Lobby P1, P2, P3 levels and 2nd Floor Loading Bay Lobby Area:
Management advised that repairs have commenced and areas on the 2nd floor loading bay area corridor would also be touched up and painted.
3. Installation of Floor Mounted Door Stops:
Management confirmed that Associated Locksmith has installed the floor-mounted doorstops to prevent door handles from damaging walls.
4. Adoption of Rule #2 Regarding Prohibiting Dogs from 2nd Level Courtyard Area:

All residents are advised that effective January 15th, 2006 all pets, dogs and cats, are banned from the 2nd level courtyard area. Council notes that this is a health and safety issue and residents cooperation is requested.

5. Gym Equipment:
Council reviewed recent discussions and numerous complaints from residents regarding the quality of the exercise equipment and number of recent repairs which have had to be done. Following discussion Council requested forward a letter to Polygon Construction Management Ltd. requesting that the equipment be replaced and upgraded.
6. Vandalism in Common Areas and Elevators:

Council notes an ongoing issue regarding vandalism in the common areas and elevators. Council notes that any resident or guest identified as causing damages will be charged accordingly and all costs of repairs will be charged back to the strata lot owner.

7. Locked Box for Thermostats:
Council and management reviewed a quotation for having locked boxes to cover up the thermostat controls in the gym area.

ADJOURNMENT:

There being no further business, it was moved to adjourn the meeting at 8:25 pm on motion from Connie Goy #307.

NEXT MEETING OF STRATA COUNCIL:

The next Strata Council Meeting for Strata Corporation BCS 1399 is scheduled for:

Wednesday, February 15th, 2006 at 7:00 pm

Lobby Meeting Room, 1001 Homer Street, Vancouver, BC


Don Dingman, Property Manager
MARTELLO PROPERTY SERVICES INC.

**MINUTES OF STRATA COUNCIL MEETING
STRATA CORPORATION BCS 1399 – THE BENTLEY**

HELD: Wednesday, February 22nd, 2006 – 7:00 pm
Lobby Meeting Room – 1001 Homer Street, Vancouver, BC V6B 1M9

PRESENT: Jonathan Bones
Margo Koch
June Wyse
Don Dingman, Martello Property Services Inc.
Dennis Yee
Christopher Nicholson

REGRETS: Connie Goy
Paul Wylie

GUESTS: Frank Khoshkam, Resident Caretaker

CALL TO ORDER:

The meeting was called to order at 7:05 pm by Strata Council President, Jonathan Bones.

ADOPTION OF MINUTES OF JANUARY 4TH, 2006 MEETING:

Following a review of the Minutes of the January 4th, 2006 Strata Council meeting, it was moved, seconded and **CARRIED UNANIMOUSLY** to adopt the minutes of the January 4th, 2006 Strata Council meeting as previously mailed to all owners.

It was noted that Council is posting the Minutes in the lobby bulletin board for residents to review.

RESIDENT CARETAKER'S REPORT:

Resident Caretaker, Frank Khoshkam reported to Council on the following items of business:

1. Leaking from Hot Tub:
It was noted that Polygon Construction had been on site with the general contractor to try and resolve the leaking problem around the spa. It was noted that there are still problems and Polygon Construction and the general contractor are following up on this matter.
2. Locks on the Doors to the Mechanical Rooms:
It was noted that there is a problem with the locks on the doors to the mechanical rooms on the roof. The caretaker advised that he will follow up and have the necessary repairs completed.
3. Servicing and Repairs to Gym Equipment:
The resident caretaker noted that Fitness Fixations had been on site twice during the month to repair the exercise equipment and to undertake servicing. It was noted that a number of repairs would be covered under warranty. Council also noted that they have received continuing complaints regarding the unsatisfactory performance of the equipment and problems in obtaining replacement parts.
4. Leakage Into Garbage Storage Unit:
The resident caretaker reported that the general contractor had been on site and has fixed the problem with the leak into the garbage container storage room.
5. Damages to Common Areas - Move-Ins / Move Outs:
The resident caretaker reported to Council on recent damages done to common area on several floors due to residents moving in or out. Council confirmed that any damages would be charged back to the owners.

Move-In Fee:

Council discussed a move-in fee to cover minor damages due to change of suite occupancy. Following discussion it was moved, seconded and **CARRIED UNANIMOUSLY** to approve a \$75.00 Move-In Fee upon change of occupancy of a unit. Council noted that they will be charging back additional common area repair costs to owners if damages are in excess of the \$75.00 Move-In Fee.

Coordination of Move-Ins / Move-Outs:

Council reminds all owners and residents that move-ins and move-outs from the building must be organized through the resident caretaker, Frank Khoshkam (778) 688-8048. At least 48 hours prior notice has to be given and failure to provide adequate notice and arrange for move-ins / move-outs is subject to fines. Council requests cooperation to ensure that all move-ins/move-outs are done between 9:00 am and no later than 9:00 pm.

Following discussion, it was moved, seconded and **CARRIED UNANIMOUSLY** to adopt the Caretaker's Report as presented.

COMMITTEE REPORTS:

1. Security Committee:

(a) Update on Tickets:

The Security Committee noted that there has been a great improvement in recent weeks regarding unauthorized parking in the visitor parking area. Council wishes to acknowledge and thank all residents for their cooperation and compliance to the parking bylaws. Council reminds residents that guests must display the visitor parking pass in their vehicles from 10:00 pm to 7:00 am.

(b) Towing:

Council again reviewed this matter and confirmed that the towing company has been authorized to tow illegally parked vehicles from the service entrance area as well as from the visitor parking area.

BUSINESS ARISING FROM MINUTES:

1. Lock Box and Emergency Keys for Council:

The resident caretaker reported that he would follow up with the installation of the lock box and supply of emergency keys for Council use.

2. Strata Council Orientation:

Council noted that matter is still pending and it was agreed that this matter would be followed up on by the Property Manager and resident caretaker.

3. Common Area Inspection Report (November 2nd, 2005):

Management confirmed that they have received a report from Polygon Construction advising that deficiencies noted in the November 2nd, 2005 common area inspection have been addressed with the exception of current problems with the spa.

4. Elevator Maintenance Concerns:

It was noted that a consultant had been sent out from Richmond Elevator and seems to have resolved the problems with the elevators.

5. Visitor Bike Storage Rack:

Management confirmed that Advantage Bike Racks has installed the visitor bike rack at the loading bay area.

6. Review of Report on Spa Leakage Problem:

As previously noted Polygon Construction and the general contractor have been on site to deal with the problem of leakage from the spa area.

7. Drywall and Painting Repairs:

(a) Gym:

Management confirmed that Polygon Construction has completed the repairs of the damaged drywall in the gym area.

(b) Lobby Corridor:

It was confirmed that drywall repairs and painting have been completed.

(c) 2nd Floor Corridor to Loading Zone:

It was confirmed that this area has been repaired and painted.

8. Installation of Locking Cabinet:
Management confirmed that the Strata Corporation's locking cabinet for notices and posting of minutes has been installed in the lobby area.
9. Review of Pet Bylaw Violation:
Council and management reviewed this matter and following discussion, Council directed management to follow up with the owner to determine the exact breed of dog currently residing in the building.
10. Locked Thermostat Covers:
Council and management reviewed a suggestion to resolve the ongoing problem of residents tampering with the thermostats. Management advised that locking thermostat covers could be installed at approximately \$65.00 each. Following discussion, Council authorized management to proceed with the installation of four (4) locking thermostat boxes.

Council again notes that residents are not to tamper or touch any common area thermostats or controls.

11. Delivery of Step Ladders to Caretaker:
Management confirmed that the requested step ladders had been delivered to the resident caretaker.

FINANCIAL STATEMENTS:

- (a) Financial Statements for December 2005 and January 2006:
Following review of the December 2005 and January 2006 Financial Statement, it was moved, seconded and **CARRIED UNANIMOUSLY** to adopt the December 2005 and January 2006 Financial Statement as prepared by Martello Property Services Inc.
- (b) Accounts Receivable as of February 22nd, 2006:
The accounts receivable were discussed and Martello Property Services Inc. were instructed to effect collection as necessary.

Council notes that a number of accounts still are in arrears and advises that they have directed management to assess late interest charges to the accounts in arrears and directed to management to proceed with placing liens on any account which is 90 days overdue.

Council would request the cooperation of all owners to bring their accounts up to date as the Strata Corporation needs these funds to pay for day to day operations of the building.

- (c) Update on Form G Liens:
Council and management reviewed four accounts that are 90 days past due and following discussion Council authorized management to proceed with Form G Liens.
- (d) Order of Sale:
Management reviewed one account which has a Form G Lien registered against it and following discussion, Council authorized management to forward the collection on to Elaine McCormack, Law Offices, and to seek an Order of Sale to recover outstanding maintenance fees, interest charges and costs.

NEW BUSINESS:

1. Correspondence:
Council reviewed a number of items of correspondence and following discussion directed Management to follow up accordingly.
2. Fire/Water Damage Claim:
Council and management reviewed the reasons regarding the fire in #1905 and the resulting damages to suites. It was confirmed that the problem originated from a defective dryer and repairs to the suites are underway by Onsite Restorations. There was general discussion regarding subrogating the claim against the

manufacturer of the dryer and management agreed to follow up this matter with the insurance company and advise Council.

3. Landscape Maintenance Contract:

Council reviewed three quotations for the landscape maintenance contract. Following discussion it was moved, seconded and **CARRIED UNANIMOUSLY** to retain the services of Palaina Landscaping commencing March 1st, 2006. Council also note that they had some concerns regarding the landscaping and it was agreed that management would review the landscaping for any deficiencies which should be addressed by Polygon Construction.

4. Roof:

Management confirmed that Polygon Construction, the general contractor and the roofing installation contractor are on site to check the roof sealant.

5. Review of Lounge Rental Policy:

Council again reviewed the policies and rules put in place for the renting of the lobby lounge area. Council notes recent incidents regarding the room being left untidy and a substantial amount of clean up was required as well as removal of garbage.

Council notes that in the event that residents renting the lounge/meeting room leave the room in a mess or cause damages these will be taken from the \$500.00 damage deposit. Council would request the cooperation of anyone renting the lounge area to clean the lounge area up after they have finished and to remove and dispose of any garbage.

6. Clean Up of Parking Stalls:

Council notes that a number of parking stalls have oil spills or unauthorized items stored in them. Following discussion it was agreed that the resident caretaker would follow up and notices will be sent to residents assigned these parking spaces. Council would request the cooperation of residents to clean up their parking spaces and remove unauthorized items to storage lockers.

ADJOURNMENT:

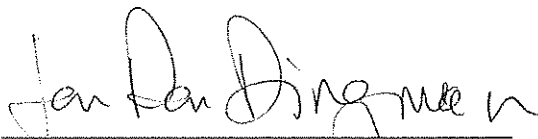
There being no further business, it was moved to adjourn the meeting at 8:40 pm.

NEXT MEETING OF STRATA COUNCIL:

The next Strata Council Meeting for Strata Corporation BCS 1399 is scheduled for:

Wednesday, March 22nd, 2006 at 7:00 pm

Lobby Meeting Room, 1001 Homer Street, Vancouver, BC

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Don Dingman, Property Manager
MARTELLO PROPERTY SERVICES INC.

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Council notes that the Strata Corporation's Rules and Regulations and Bylaws requires all residents (owners and tenants) to give at least forty-eight (48) hours to the Resident Caretaker to ensure the elevator pads and the booking of the elevator is properly arranged. Owners and landlords with tenants who do not give proper notice can be charged with the violation of Bylaw and Rules and Regulations and for any damage costs.

4. Repair to Gym Equipment:

Frank reported to Council on recent service calls by Fitness Fixations regarding repairs to the gym exercise equipment. Following discussion, it was agreed that the Council President forward a letter on behalf of Strata Council and the owners requesting that Polygon Construction Management Ltd. replace the exercise equipment which is experiencing continual breakdowns and repairs.

Following discussion, it was moved, seconded and **CARRIED UNANIMOUSLY** to adopt the Caretaker's Report as presented.

COMMITTEE REPORTS:

1. Security Committee:

a. Illegal Parking:

The Security Committee updated and reported to Council on recent security parking issues noting that there had been a great improvement in illegal parking in visitor parking areas. However, it was noted that some residents are still illegally parking in other resident's parking spaces. Council and the Security Committee agreed to follow up on this issue with the individual residents.

b. Review of Security Tapes:

The Committee is reviewing security tapes regarding recent vandalism issues to see if they can identify individuals.

Council again reminds all residents that under no circumstances should they allow anyone into the building without they using their FOBs; or residents letting guests in through the enterphone panel. At no time should residents prop open the building entry doors and leave them unattended; and to immediately report any doors that do not close properly to the Resident Caretaker.

BUSINESS ARISING FROM MINUTES:

1. Lock Box and Emergency Keys for Council:

Management noted that they have arranged for a lock box for Council to be installed. Emergency keys for Council would be distributed.

2. Strata Council Orientation:

It was agreed that Management would follow up with Council and arrange for an early orientation of common areas in April.

3. Repairs to Spa Leakage Problem:

As previously noted, the Developer, general contractor and sub-trade was recently on-site to resolve the spa leakage problem. It was noted that most problems have been solved, however, there is still a minor problem with the "jet pump" motor and the sub-trade is waiting for parts to be delivered.

4. Pet Bylaw Regarding Breed of Dogs:

Council again reminds all owners of the Bylaw, which restricts the type of dog, that are permitted in the building. (A copy of the Bylaw is attached to the Minutes.)

5. Installation of Locked Thermostat Covers:

Management they are following up with the supplier regarding installation of the locked thermostat covers.

6. Follow Up Insurance Claim of a Strata Lot:

Management reported to Council on discussions with the adjuster and owner regarding the damage emanating from a strata lot.

Management confirmed that they have instructed the strata's insurance agent to subrogate the claim against the supplier of the dryer.

7. Landscape Review:

Management reported on their follow up discussions with Palaina Landscaping and confirmed the contractor has commenced work effective March 1, 2006.

Management confirmed they have requested that the contractor do a "written condition report" on trees that are dead or dying and need to be replaced, as well as, recommendations regarding shrub/tree relocation in common areas.

8. Clean Up of Parking Stalls:

Council again notes that a number of owners need to clean up their parking stalls, remove spilled fluids and to remove all unauthorized items. Council advised Management to send notices out to residents who have not cleaned up their parking spaces as of April 1, 2006.

9. Roof:

It was confirmed that Polygon Construction had been on-site to source out and repair a minor leak on the roof.

FINANCIAL STATEMENTS:

1. Financial Statement for February 2006:

Following review of the February 2006 Financial Statement, it was moved, seconded and **CARRIED UNANIMOUSLY** to adopt the February 2006 Financial Statement as prepared by Martello Property Services Inc.

2. Accounts Receivable as of March 22, 2006:

The accounts receivable were discussed and Martello Property Services Inc. were instructed to effect collection as necessary.

3. Update on Form G Liens:

Council and Management reviewed this matter noting that two (2) Form G Liens were pending and the two (2) other accounts have had Form G Liens placed on title. Following discussion, Council authorized Management to proceed with the lawyers to obtain Order of Sale on the two (2) units that the Form G Liens has been filed on.

4. Order of Sale:

Management reviewed one account which as a Form G Lien registered against it and following discussion, Council authorized management to forward the master to Elaine McCormack, Law Offices, and to seek an Order of Sale to recover outstanding maintenance fees, interest charges and costs.

NEW BUSINESS:

1. Correspondence:

Council reviewed a number of items of correspondence and following discussion directed Management to follow up accordingly.

2. Servicing and Testing of Emergency Generator:

Management confirmed that Simpson Maxwell Maintenance will be on-site to test and service the emergency generator. Management noted that during the testing a minor problem had been traced to the announcer panel. The problem is now being resolved.

Management also confirmed that the Resident Caretaker has been given instructions on how to conduct monthly testing of the emergency generator.

3. HVAC Service Contract:

Management reported on their follow up discussions with Hallmark Contracting (the sub-trade who installed the HVAC equipment) and following review of their service contract, it was confirmed that the service contract had been signed with Hallmark Air Conditioning. Management confirmed that the contractor would on-site to start quarterly maintenance of the HVAC equipment.

4. Spot Cleaning of Common Area Carpets and Lobby Lounge Area:

Resident Caretaker reported to Council that following discussions with Property Manager, confirmation that spot cleaning of carpets had been completed and On Side Restoration had agreed to clean the 19th floor as part of their restoration work.

5. Cleaning of Windows, Glass Railings and Glass Awnings:

Council reviewed a quotation received regarding the cleaning of exterior windows, exterior glass railings, and glass awnings. Management noted they have requested two (2) further quotations in this matter and Council agreed to table this matter until the next meeting.

6. Move-Out Fee:

Strata Council confirmed they have approved assessing a \$75 Move-out fee and directed management to begin to charge a \$75 Move-out fee.

CONCLUSION:

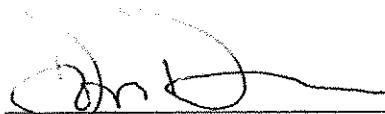
There being no further business, it was moved to concluded the meeting at 8:40 pm on motion from Margo Koch.

NEXT MEETING OF STRATA COUNCIL:

The next Strata Council Meeting for Strata Corporation BCS 1399 is scheduled for:

Wednesday, May 3, 2006 at 7:00 pm

Lobby Meeting Room, 1001 Homer Street, Vancouver, BC

A handwritten signature in black ink, appearing to read "Don Dingman", is written over a horizontal line.

Don Dingman, Property Manager
MARTELLO PROPERTY SERVICES INC.

MINUTES OF STRATA COUNCIL MEETING THE BENTLEY

Wednesday, May 17, 2006- 7 pm
Meeting Room-1001 Homer Street, Vancouver

Present: Jonathan Bones, Margo Koch, Christopher Nicholson, Connie Goy, June Wyse
Regrets: Dennis Yee, Don Dingman

1) Correction to the Minutes of Previous Meeting March 22, 2006 :

Correction to Business Arising from Minutes: Item # 9 Roof:

- a. Should read: There was no leak. Post construction gases were escaping from the concrete. The issue has since been rectified.

2) Repairs / Maintenance / Deficiencies :

- a.) External Lighting on and around the building: Several lights are out or not functioning.

Action: Council to request Martello Property Management inquire as to the original design and functioning of the current lights and have this rectified.

- b.) Lighting at the 2nd floor entrance (wall lights) needs to be addressed

- c.) Vandalized signs and plastic covers in or outside the elevators need to be replaced.

- d.) Council reiterated that identified repairs/replacing should be assessed and addressed on a regular and 'as needed' basis. Action: request Don Dingman facilitate the scheduling of such into Frank regular work schedule.

- e.) **Parking:** It has been noted that several residents continue to park in the Visitor Parking Lot. Council agreed to implement a 'sticker system', whereby residents will be required to display their resident sticker and are eligible to only park in resident parking.

Action: Follow up: Will request assistance from Don Dingman (Martello Property Services Inc).

3) **Business Arising From Minutes;**

- a. Outstanding Items: Lock Box and Keys to Council, Strata Orientation, Installation of Locked Thermostat Covers
- b. Spa has been repaired
- c. **Landscaping:** Several outstanding items that need to be addressed now: The dead tree remains in the courtyard; concern over several trees that are leaning over in the back lane; addressing the large number trees planted at the 2nd floor entrance; broken plant in the lobby entrance to be replaced; and the uneven ground and paving stones at the north end of the building on Nelson Street.
- d. Settings for the security/locks to Common Areas; malfunctioning Security Camera in Gym and position of camera at park-aide entrance; and main door closures. Action: Request Don Dingman follow- up.
- e. **Cleaning of Windows:** 4 quotes were obtained and Council agreed to go with Milner's Company. Action: need to confirm rate and level of service.

Date of Next Strata Council Meeting: Wednesday, June 7, 2006: 7 pm.

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b. Vandalism of Common Areas:

It is noted that security and the resident caretaker are reviewing the security films regarding recent vandalism done to the common areas.

BUSINESS ARISING FROM MINUTES:

1. Lock Box and Emergency Keys for Council:

Management advised and requested the installation of the lock box and keys will be distributed to Council members at the next meeting.

2. Strata Council Orientation:

It was agreed that Council would take an orientation at the next Strata Council meeting to be held July 12 2006

3. Letter from the Strata Council President to call Upon Upgrading of Gym Equipment:

Council reviewed this matter and the Council President advised he is preparing a draft letter to Polygon Construction regarding this matter.

4. Installation of Locked Thermostat Covers:

Management confirmed that four (4) locked thermostat covers have been installed.

5. Insurance Claim Subrogation:

Management noted that insurance agents are following up on subrogating this claim.

6. Landscape Review:

a) Deficiency and Condition Report

Council and Management reviewed deficiencies and reports from Palaina Landscaping, and noted that a number of items have already been addressed by the landscaping maintenance contractor. It was noted there were some concerns regarding the type and location of trees. Management is following up with the installation contractor and the landscaping company regarding possible removal and relocating of those trees. It was also noted that some trees would be replaced with more suitable trees.

b) Upgrading

Council already reviewed a number of upgrading quotes from Palaina Landscaping. Following discussion, it was moved, seconded and **CARRIED UNANIMOUSLY** to approve quotations.

7. Clean Up of Parking Stalls:

Management advised that a number of residents have been instructed by Frank Khoshkam (resident caretaker) to clean up their parking stalls. However, management agreed to follow up with Frank Khoshkam to review parking spaces to see which residents have failed to clean their parking spaces and clean up notices will be delivered where required.

8. HVAC Services and Repairs:

Council reviewed the service report from Hallmark Air Conditioning noting minor repairs need to be completed in one unit. Management agreed to follow up with the contractor to see if the repair can be made under the warranty.

9. Cleaning of Exterior Windows, Glass Rims, and Glass Awnings

Council reviewed the revised quotation from Milner's Window Cleaning. It was moved, seconded and **CARRIED UNANIMOUSLY** to approve the quotation from Milner's Window Cleaning. Management advised that the contractor has set a tentative date for July 24 2006 to August 4 2006. Owners will be advised closer to the date.

FINANCIAL STATEMENTS:

1. Financial Statement for the March and April 2006:
Following review of the March and April 2006 Financial Statements, it was moved, seconded and **CARRIED UNANIMOUSLY** to approve the Financial Statements as prepared by Martello Property Services Inc.
2. Accounts Receivable as of June 7, 2006:
The accounts receivable were discussed and Martello Property Services Inc. were instructed to effect collection as necessary.

Council notes that a number of owners are still in arrears of maintenance fees and Council has directed management agents to assess the late payment interest charge in accordance with the by-laws.

3. Update on Form G Liens:
Council reviewed the status on a number accounts which are 90 days past due. Following a discussion, the Council recommended Management to place a Form G Liens on these accounts. It was confirmed that all legal and administrative costs will be charged back to the individual Strata lot owner.

NEW BUSINESS:

1. Correspondence:
Council reviewed a number of items of correspondence and following discussion directed Management to follow up accordingly.
2. Remove and Replacement of Ground and Accent Light Fixtures:
Council and Management to discuss the removal and placement of damaged ground accent light fixtures. Management revised they were following up with Commercial Lighting regarding the proposal for replacing the vandalized or missing fixtures.
3. Second (2nd) Floor Lighting Fixtures:
Council reviewed this matter and agreed that the light fixture in the lounge would be moved to the second floor and the new fixture will be installed in the lounge area.
4. Replacing of Vandalized Signs and Plastic Covers in the Outside Elevators:
Management is following up with the Richmond elevator regarding the replacing on the elevator panel plastic covers, as well as with the fire safety company regarding the replacement of vandalized floor plate/ fire safety signs.
5. Irrigation Start Up and Repairs:
Council reviewed a recent report of repairs from irrigation maintenance contractor noting that a number of repairs were required. Management revised they are going to follow up with Polygon Construction for partial reimbursements for the repairs to the broken water lines.
6. Pest Control Contract:
Management advised they would be following up with a pest control company for a pest control contract for the common areas.
7. Disposing of Large Discarded Items

Council notes there is an ongoing problem with the residents leaving large discarded items in the garbage compactor room. Council notes it is the duty and responsibility of the residents to dispose these discarded items themselves. Council notes that disposing of the discarded items is causing a substantial cost to the Strata Corporation and will eventually affect the maintenance fees.

8. Care and Use of Bar-B-Ques

Council reminds all residents they are only allowed to use natural gas or propane bar-b-ques. These must be kept at least (3) three feet away from any wall surface, and extreme care must be exercised when using the bar-b-ques. It is also recommended that all owners purchase and have a fire extinguisher close at hand in case of fire. No wood or charcoal bar-b-que's are permitted.

9. Review of Common Area Repair Procedures

Council and Management reviewed this matter and management confirmed they would be following up with a monthly common area inspection with the resident caretaker to have minor repairs and touch up painting done as required.

CONCLUSION:

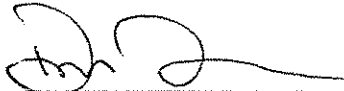
There being no further business, it was moved to concluded the meeting at 8:45 pm on motion from Christopher Nicholson.

NEXT MEETING OF STRATA COUNCIL:

The next Strata Council Meeting for Strata Corporation BCS 1399 is scheduled for:

Wednesday, July 12, 2006 at 7:00 pm

The Lounge, 1001 Homer Street, Vancouver, BC



Don Dingman, Property Manager
MARTELLO PROPERTY SERVICES INC.



1

Update on Bookings

Resident Caretaker reported to Council on recent booking in meeting room.

COUNCIL WISHES TO ACKNOWLEDGE AND THANK THOSE RESIDENCE WHO ARE BOOKING THE LOUNGE ROOM FOR MEETINGS AND FOR THEIR COOPERATION IN LEAVING THE ROOMS IN GOOD ORDER

COMMITTEE REPORTS:

1. Security Committee:

a) Visitor Parking Ticket and Towing.

Security Committee reported to Council in their follow up review of the visitor parking area and noted that there is an ongoing problem with two residents vehicles. The Security Council confirmed these vehicles have been ticketed and will be towed.

b) Vandalism to Common Property

SECURITY COMMITTEE NOTED THAT THEY HAD REVIEWED A NUMBER OF RECENT VANDALISM INCIDENTS TO LOCKS and DOORS. REPAIRS OF ANY VANDALISM OR DAMAGED LOCKS AS BEING REPAIRED QUICKLY AS POSSIBLE.

c) Weekend Security Patrol.

Council reviewed a proposal from Aravan Commercial Janitorial Services in regards to supplying for Saturday and Sunday weekend evenings. Following discussion it was moved and carried unanimously to approve the proposal from Aravan Commercial Janitorial Services for the supply of weekend security patrol for Saturday and Sunday night.

d) Safety and Fire Hazard Issues regarding cigarette butts being thrown from windows.

COUNCIL NOTES THEY HAVE RECEIVED SEVERAL COMPLAINTS REGARDING RESIDENTS ON UPPER FLOORS DISCARDING LIT CIGARETTE BUTTS FROM WINDOWS ONTO BALCONY AREAS BELOW. COUNCIL NOTES THAT THIS IS NOT ONLY A LIFE SAFETY ISSUE BUT ALSO A FIRE HAZARD AND IS CAUSING DAMAGE TO PROPERTY. ANY RESIDENCE CAUGHT IN VIOLATION OF THE BYLAWS WILL BE FINED AND FURTHER ACTION WILL BE UP TO AND INCLUDING LEGAL ACTION AGAINST THE RESIDENTS CAUSING LIFE SAFETY AND FIRE HAZARD TO RESIDENTS AND PROPERTY DAMAGE.

BUSINESS ARISING FROM MINUTES:

1. Lock Box Keys for Council Management:

Management reported discussion with Caretaker to have the lock box installed. Once the lock box is installed an access key would be given to Strata Council Members.

2. Strata Council Orientation:

It is noted that the matter being deferred, Management would follow up and arrange a meeting and review of Common Area with Strata Council prior to next meeting.

3. Letter from the Strata Council President to call Upon Upgrading of Gym Equipment:

As previously noted Strata Council President request copies all service reports Fitness Fixation and a name of a contact person at Polygon Construction.

4. Landscape Maintenance:

a) Tree Replacements

Management reported on follow up discussion with Palani Landscaping and as advised the landscaping contractor has reached an agreement with the tree supplier to exchange a number of trees in the loading area, as well as, a number of additional replacement trees. Management notes they are following up with Polygon Construction regarding the dead trees on the second level plaza area that which will be covered under warranty.

b) Upgrading

Council management reviewed a number of recent setup upgrading done by Palani landscaping satisfaction with work done up to date noting the great improvement in the appearance of the complex.

There was discussion and request additional evergreen trees for the garden South of the loading bay area and Management would follow up with landscaper on Council's request in this matter.

5. Review of Parking Spaces/Power Washing of Garage Parkade:

Management reported on the follow up discussions and review of parking spaces with the resident caretaker and Aravan Commercial Janitorial Services. Following a review of the quotation from Aravan Commercial Janitorial Services. It is moved second and **CARRIED UNANIMOUSLY** to approve the quotation from Aravan Commercial Janitorial Services for power washing of the cars parkade to remove grease and oil spills. All residents will be advised when work is to be scheduled.

6. HVAC Repairs

Management reports follow up discussions with Sentry and Hallmark noting that the work to replace the worn pulley and ran belt was not under warranty as there were maintenance issues. Management will follow up with Hallmark to repairs done.

7. Cleaning of Exterior Windows and Glass Awnings

Management and Council reviewed this matter. Management confirmed Milner's Cleaners will commence work on July 24th, 2006. Work expects to take Approximately 3-4 days residents will be advised. Management agreed to have a schedule posted.

8. Quotation Regarding Replacement of Ground Lighting Fixtures

Management noted that they are still waiting for a quotation from Commercial Lighting regarding their recommendation for replacing the vandalized ground accent lighting fixtures along Nelson and Homer.

9. Second Floor Lighting Fixture

Strata Council Member Chris Nicholson noted that he had taken the light fixture and lampshade from the lobby meeting room and put in the second floor lobby Management agreed to follow up with having an electrician replace the fixture in the lobby area/meeting room.

10. Removal of Vandalized Signs and Plastic Covers

Management note that they are following up with Richmond Elevator regarding replacing damaged plastic covers in elevators and with the Fire Safety Company, which supplied the floor diagram plates.

11. Reimbursement for the Repairs to the Irrigation System

Management notes that they forwarded a letter to Polygon Construction regarding reimbursement for recent repairs to the irrigation system, which was a result of installation of pavers and sidewalk.

12. Pest Control Contract

Management confirmed that they have arranged for pest control contract with Able Pest Control.

13. Common Area Inspection Report

Council Management reviewed procedures for doing a common area inspection report prior to Year-End following discussion it was agreed that Council and the Property Manager would meet to conduct a common area inspection report and forward the Common Area deficiency report to Polygon Construction.

FINANCIAL REPORTS

1. Financial Statement for the May 2006:
Following review of the May 2006 Financial Statements, it was moved, seconded and **CARRIED UNANIMOUSLY** to approve the Financial Statements as prepared by Martello Property Services Inc.
2. Accounts Receivable as of July 12, 2006:
The accounts receivable were discussed and Martello Property Services Inc. were instructed to effect collection as necessary.

COUNCIL NOTES THAT A NUMBER OF OWNERS ARE STILL IN ARREARS OF MAINTENANCE FEES AND COUNCIL HAS DIRECTED MANAGEMENT AGENTS TO ASSESS THE LATE PAYMENT INTEREST CHARGE IN ACCORDANCE WITH THE BY-LAWS.

3. Update on Form G Liens:
Council reviewed the status on a number accounts which are 90 days past due. Following a discussion, the Council directed Management to place a Form G Liens on these accounts. It was confirmed that all legal and administrative costs will be charged back to the individual Strata lot owner.

NEW BUSINESS:

1. Correspondence:
Council reviewed a number of items of correspondence and following discussion directed Management to follow up accordingly.
3. Purchase of Car Wash Hose:
It was requested that a hose be installed in the P3 car wash area. Following discussion, Council requested Management arrange to purchase and install car wash hose for use by residents.
4. Installation of Plexiglas on walls 2nd floor Loading Area:
Council discussed a suggestion regarding of installation of Plexiglas in the walls of the loading area on the 2nd floor to protect walls from damages during moving. Following discussion Management agreed to follow up with getting a quotation.
5. Upgrading of Hydraulic Door Closers:
Council noted problems with some fire exit door having difficulty closing. Management will review this matter and if necessary obtain quotation of upgrading of the existing hydraulic door closures.

CONCLUSION:

There be no further business, it was moved to concluded the meeting at 9:25 pm.

NEXT MEETING OF STRATA COUNCIL:

The next Strata Council Meeting for Strata Corporation BCS 1399 is scheduled for:

Wednesday, August 12, 2006 at 7:30 pm

The Lounge, 1001 Homer Street, Vancouver, BC

A handwritten signature in black ink, appearing to read "Don Dingman", is written over a horizontal line.

Don Dingman, Property Manager
MARTELLO PROPERTY SERVICES INC.



**MINUTES OF STRATA COUNCIL MEETING
STRATA CORPORATION BCS 1399 – THE BENTLEY**

HELD: Wednesday, August 23rd, 2006 at 7:00 pm
Lobby Meeting Room - 1001 Homer Street, Vancouver, BC V6B 1M9

PRESENT: June Wyse Margo Koch
Connie Goy Christopher Nicholson
Don Dingman, Martello Property Services Inc.

GUESTS: Frank Khoshkam, Resident Caretaker
Arash Baasdi, Aravan Commercial Janitorial Services
Dennis Fullerton, Location Manager, Bitten Productions Inc.
A number of owners

REGRETS: Jonathan Bones

CALL TO ORDER:

The meeting was called to order at 7:45 p.m. by June Wyse, Strata Council Vice-President.

ADOPTION OF MINUTES OF JULY 12TH, 2006 STRATA COUNCIL MEETING:

Following a review of the Minutes of the July 12th, 2006 Strata Council Meeting, it was moved and seconded and **CARRIED UNANIMOUSLY** to adopt the minutes as previously mailed to all owners.

APPOINTMENT OF NEW COUNCIL MEMBER:

Council approved the appointment of Maryam Baghbannazary of Unit 1508 to Strata Council for the remainder of the fiscal year.

GUEST BUSINESS:

Dennis Fullerton, Location Manager for Bitten Productions Inc. was present to discuss the proposal for use of the common area exterior and lobby of the Bentley for scenes in an upcoming movie. Following discussion of the proposal it was moved, seconded and **CARRIED UNANIMOUSLY** to approve his request, subject to certain conditions. Management was authorized to proceed and signed the Contract with Bitten Productions Inc..

It was also noted that a number of owners were present to express their ongoing frustrations with the malfunctioning of the elevators and recent breakins to vehicles. Management advised that the current problem was caused when work was done on the emergency generator and problems arose with the interface controls. It was confirmed a service technician was onsite.

Council noted that several residents had been trapped in the elevator during the maintenance repairs and that the elevator phones did not have two-way communication capabilities. Management was directed to immediately follow up with Richmond Elevator Ltd. to get a written explanation regarding the current problems with the elevator and assurance from Richmond Elevator that they will be attending to these repairs under warranty.

Strata Council also requested Management proceed with obtaining a quotation from an independent elevator consultant for a complete review of the elevator's operations and equipment.

RESIDENT CARETAKER'S REPORT:

Resident Caretaker, Frank Khoshkam reported to Council on the following items of business:

1. Repairs and Maintenance

Resident Caretaker reported on a number of recent minor repairs and spot cleaning of carpets.

2. Doors and Locks

Resident Caretaker advised of recent adjustments to hydraulic door closers on several doors throughout the building. However it was noted that despite replacement of two of the hydraulic door closers there are still doors that are not closing in two of the stairwells. Following discussion Council requested Management follow up with having heavier duty door closers installed to correct this problem.

3. Testing Emergency Generator

Don Dingman of Martello Property Services Ltd. On their follow up discussions with Simpson Maxwell and Comings Diesel regarding a on-site meeting and review of the emergency generator. Management confirmed that an on-site meeting and testing of the Emergency Generator was completed on August 23rd, 2006. It was noted that there had been some minor adjustments to the timing of the elevator shut-downs during emergency procedures which resolved several issues concerning proper recall of elevators.

Elevator's controls and interface with the enunciator panel had been tested and were operating correctly.

4. Repairs to Exterior Ground Light Fixtures

Management reported to Council that Inotech Electrical had been on site to install face plates on several of the exterior ground light fixtures which had exposed wires and vandalized fixtures which were removed. Management also advised that they have requested Inotech Electrical to repair the two ground light fixtures in the garden bed adjacent the loading zone driveway.

5. Painting of 2nd Floor Lobby Area P1, P2, and P3 Garage Elevator Lobby Areas

Management confirmed that Aravan Commercial Janitorial Services has completed the painting of the 2nd floor lobby area P1, P2 and P3 garage elevator lobby areas.

SECURITY COMMITTEE REPORT:

1. Update on Ticketing and Towing

The Security Committee updated Council on recent activities on ticketing and towing of illegally parked vehicles from visitor parking spaces and resident parkade. Resident Caretaker reported on his discussions with Buster's Towing Co. Ltd. regarding patrols of the visitor parking and resident parkade areas. Following discussions with Council, Management was directed to follow up with arranging for a parkade patrol through the Buster's Towing Co Ltd.

2. Security Patrol Proposals

Council reviewed three (3) quotations requested by Martello Property Services Ltd. for onsite security patrol in the common areas of the building including the garage parkade. Following discussion it was moved, seconded and **CARRIED UNANIMOUSLY** to authorize management to sign a contract with Kirm Security Co.

3. Enforcement of Parking Rules

Council reviewed Enforcement Procedures regarding parking rules. It was agreed that once new Visitor Parking Passes had been distributed to Residents and additional towing signage has been installed, the towing company will have authorization to tow illegal parked vehicles in Visitor Parking and Resident Parkade.

BUSINESS ARISING FROM MINUTES

1. Lock-box and Keys for Strata Council

Management confirmed that Council member's each received a key for the security room and Lock-box has been installed. Council was requested to follow with the Resident Caretaker to arrange for programming of access code to the Lock-box. An emergency set of keys will be put in the Lock-box for use by Council members only.

2. Strata Council Orientation

It was noted that this matter was still pending. Management agreed to follow up with Council Members to arrange a convenient date for all.

3. Strata Council President Letter – Re: Gym. Equipment

Management was advised by the Strata Council President that he is not yet completed the letter to Polygon Construction Management Ltd. regarding the Owners' dissatisfaction with the current gymnasium equipment.

Management reported to Council on their discussions with Fitness Fixations Ltd. regarding possible replacement or upgrading of the existing gymnasium equipment. Management was advised that Fitness Fixations Ltd. would review Council's request in this matter.

4. Landscape Maintenance

- a) Tree Replacements – Management reported on discussions with Polygon Constructions Ltd. regarding replacement of the two dead Maple Trees on the 2nd floor garden area and was advised these two trees would be replaced once weather conditions permit.

Management also confirmed that following discussions with Palania Landscaping that a new Spruce tree has been planted in the garden bed adjacent the loading zone driveway.

Management also confirmed that the eight trees in the planter areas adjacent the loading zone will be removed and new trees planted once weather conditions permit.

- b) Upgrading and Annuals - Management reported with Palania Landscaping regarding installation of additional plants and annuals.

5. Clean-up of Parking spaces in Parkade

Management reported to Council that the Resident Caretaker has contacted a number of residents regarding clean-up of their assigned parking space.

6. HVAC/and A/C Repairs

Management confirmed that Hallmark Industries has been on site to complete servicing and repairs to the HVAC system and A/C units.

7. Cleaning of Exterior Windows and Glass Awnings

Management confirmed that Milner's Window Cleaning has completed cleaning of exterior windows and glass awnings.

8. New Light Fixture for Lounge Area

Management advised they are waiting delivery of light fixture for lounge area.

9. Replacement of Vandalized Signs and Plastic Covers

Management reported that this matter was pending.

10. Reimbursement for Repairs to Irrigation System

Council reviewed a letter sent to Polygon Construction Ltd. requesting reimbursement of repairs to the irrigation system on Nelson Street. It was noted that the system had been damaged during construction.

11. Year End Common Area Deficiency Inspection

Council and Management discussed this matter and Council requested Management obtain a quotation from a Independent Building Inspector to assist in the year end Common Area Deficiency Inspection.

12. Purchase of Car Wash Hose and Hanger

Council requested the Resident Caretaker follow up with the purchase and installation of a hose and wall hanger for the car wash area.

13. Quotation for Installation of Plexiglass Protection – 2nd Floor Loading Area

Council noted the ongoing problem with damages to the walls of the 2nd Floor loading area during move-in and move- out of residents. Following discussion Council requested Management obtain quotations for supplying installation of Plexiglass Protection on the walls of the 2nd floor loading area.

Management will also request quotations for stainless steel corner covers be installed to protect the areas by the elevator and outside corner of the walls leading to the elevator.

FINANCIAL REPORTS:

1. Financial Statement for June, July 2006

Following review of June and July 2006 Financial Statements, it was moved seconded and CARRIED UNANIMOUSLY to adopt the June and July 2006 Financial Statements as prepared by Martello Property Services Inc.

2. Accounts Receivable as at August 23rd 2006

It was noted that a number of owners are arrears of their maintenance fees. It was confirmed that Council is assessing the monthly late payment interest charge as per the by laws. Council also has directed Management to proceed with Form "G" Liens on owner's accounts who are 90 days in arrears. All costs for Administration services, registration and discharge of Form "G" Liens will be charged back to the individual strata owner.

3. Update on Form "G" Leans

Council and Management reviewed the current status of four units where Form "G" Liens have been filed. It was confirmed that two owners have paid their arrears and Council directed Management to proceed with further legal action (ie. Order of Sale) with regards to the other two strata owners.

NEW BUSINESS:

1. Correspondence

Council reviewed a number of letters from various owners and residents. Following discussions Council requested Management follow up.

2. Garbage Disposal – Large Items

Management confirmed they have arranged for an Independent contractor to regularly contact the Resident Manager to dispose of large items or items which cannot be put in the garbage compactor or recycling totes.

3. Property Appraisal

Management reported to Council on their discussions with Valuations West regarding a proposal for property appraisal agreement.

4. Insurance Renewal

Council and Management reviewed the Insurance Renewal proposal from CMW Insurance Services. Following discussion it was moved and seconded and **CARRIED UNANIMOUSLY** to accept the Renewal proposal from CMW Insurances Services.

Council also approved the Finance Agreement with AIG Credit for payment of the Insurance Premiums.

5. Annual Fire Safety Inspection

Management advised they are still waiting for the quotations for the Annual Fire Safety Inspection.

6. Issues Relating to Elevator

Council requested that Management follow up with Richmond Elevator Ltd. regarding supply of address signage inside the elevator cabs and resolve the problem with two-way communication from the elevator cabs.

7. Proposed Operating Budget

Council and Management had preliminary discussions regarding the proposed Operating Budget for the coming year. Management agreed to prepare a "draft" proposed Operating Budget for the next meeting.

8. AGM Agenda Items

Council and Management discussed several items to be included as part of the Agenda for the upcoming AGM. These would include the following Items:

- a) Ratifying of Rules.
- b) Proposed By-Law resolutions (including Rental restrictions By-laws)
- c) Ratifying Management contract with Martello Property Services Ltd.
- d) Approval of Annual Operating Budget
- e) Election of Strata Council Members

CONCLUSION:


There being no further discussion it was moved to conclude the meeting at 10:15 p.m. on motion from Margo Koch.

DATE OF NEXT STRATA COUNCIL MEETING:

The date of the next Strata Council meeting has been set for

WEDNESDAY, SEPTEMBER 20TH, 2006
at 7:00 p.m.

LOBBY MEETING ROOM, 1001 Homer Street, Vancouver, BC

A handwritten signature in black ink, appearing to read "Don Dingman", written over a horizontal line.

Don Dingman
Strata Manager
MARTELLO PROPERTY SERVICES INC.

3. Elevator Phones:

Management reported on follow-up discussions and further on site meeting with Richmond Elevator. Management confirmed that Richmond Elevator and Telus have been on site, to resolve the problems with the elevator phones. It was confirmed that the phones are now operating properly.

4. Violation of Pet Bylaws – Unauthorized Bringing of Dogs:

Council reviewed correspondence and concerns by several owners regarding one of the units having a breed of dogs, which are in violation of the bylaws. Upon discussion, Council requested Management follow-up with the owner of the Strata Lot, and request the immediate removal of the dogs from the Strata Corporation common property and from the Strata Lot.

SECURITY COMMUNITY REPORT:

1. Ticket and Towing Update

Management reviewed their follow-up with Unitow Towing regarding their service for patrol and towing of vehicles. Following discussion, Council requested Management to follow-up with the towing company to ensure proper signage has been installed, and to have the resident caretaker distribute the new visitor parking passes. Council also authorized Management to post a final notice and to give a deadline for all residents to pick up their visitor parking passes.

Council notes that once the visitor parking passes have been distributed to all residents, Unitow Towing will be contracted to enforce the visitor parking and regulations, and all other parking bylaws.

2. Weekend Security Patrol Review

Management reported there had been follow-up discussions with Gargoyle Security regarding problems with the security guard assigned not being present while on duty in the garage parkade area. Management confirmed that Gargoyle security has replaced that employee with another employee, and random checks indicate that the new security guard is performing the security patrols and security patrols of the parkade as requested.

3. Break-in to Vehicles

As previously noted, there had been a recent break-in to two vehicles. **Council reminds owners not to leave valuables, remotes, or any other items in the vehicles.**

BUSINESS ARISING FROM MINUTES:

1. Lock-box and Keys for Strata Council

It was confirmed that the lock-box has been installed, and keys for Council have been placed in the lock-box, for use by Council in case of emergency.

2. Strata Council Orientation

It was agreed that Strata Council would have an orientation of the common areas at the end of the meeting.

3. Letter to Polygon from Strata President Regarding Gym Equipment

It was noted that the previous Strata Council President had not completed sending a letter to Polygon regarding Council's dissatisfaction with the gym equipment. Council member Christopher Nicholson agreed to follow-up on this matter.

4. Landscape Maintenance

a) Tree Replacements – Management reported on follow-up discussions with Polygon Construction, and they have agreed to replace the two trees at the second level garden area. It was noted a number

of other cedar trees and shrubs need replacement. Management noted they would follow-up with Palania Landscaping regarding replacing dead plants once weather conditions permit.

Management advised that, following discussion with Palania Landscaping, they deferred the tree replacements in the garden beds adjacent to the loading zone until wetter weather conditions permit.

b) Upgrading

Management confirmed that the spruce tree has been installed in the garden area adjacent to the loading area as requested by Council. In addition, a number of additional shrubs and summer annuals had been planted.

5. Review of Garage Parkade – Cleanup of Parking Spaces

Management confirmed that Aravan Commercial Janitorial Services had cleaned the garage parkade and removed oil stains from parking spaces when they did their cleanup approximately two months ago. Council noted that there is additional oil spills on some parking spaces. Management agreed to follow-up with having spot cleaning done of these parking spaces.

6. Replacement of Ground Light Fixtures

Management reported on the follow-up discussions with Inotek Electric, and has authorized the work to replace the one light fixture as approved by Council. They will also cap off several other ground light fixtures and repair others.

7. New Light Fixture for Lounge Area

Management noted they have received the new light fixture, and will have it installed shortly.

8. Replacement of Vandalized Signs and Plastic Covers in the Hall Area

Management reported on the follow-up discussions with suppliers of the fire safety floor plan plaques, and they are awaiting a quotation. Management has followed up with Richmond Elevator regarding replacement of the plastic covers in the elevator.

9. Reimbursement for Repairs to Irrigation System

Management reported to Council that a letter has been forwarded to Polygon for reimbursement of the repairs to the irrigation system along Nelson Street. Management is awaiting a response in this matter.

10. Year End Common Area Deficiency Inspection

Council and Management reviewed this matter, noting that the Strata Corporation is required to do a year-end common area deficiency inspection. Council requested Management follow-up and arrange a common area deficiency inspection with Council members.

11. Quotation for Building Inspector

Council also requested Management follow-up with getting a quotation for a Building Inspector to assist with the year-end common area deficiency inspection.

12. Quotation for Plexiglas and Floor Loading Area

Council reviewed a quotation received for installation of Plexiglas in the second floor loading area lobby and corridor. Council noted quotation was over \$8,000. Following discussion, it was agreed to obtain a quotation for installation of metal corners instead of Plexiglas along the walls. Management was requested to follow up.

NEW BUSINESS:

1. Correspondence

Council reviewed a number of letters from various owners and residents. Following discussions Council requested Management follow up.

2. Property Appraisal

Management noted they are following up with Valuations West regarding a property appraisal for replacement cost valuation. Management noted this would be required when the Strata Corporation renews the insurance policy.

3. Annual Fire Safety Inspection

Council reported on the follow-up and review of quotations received and, following discussion, it was moved, seconded and **CARRIED UNANIMOUSLY** to approve the quotation from Mountain Fire Protection Ltd.

Council notes that it is the duty and responsibility of the owners to ensure that they have access to the Strata Lot for the annual fire safety inspection. All owners will be advised when this is scheduled.

4. Proposed Operating Budget

Council reviewed a draft of the proposed operating budget, as prepared by Martello Property Services. Following discussion, it was moved, seconded and **CARRIED UNANIMOUSLY** to bring forward the proposed operating budget as part of the upcoming Annual General Meeting.

5. AGM Agenda Items

a) Ratifying of Rules

Management reported to Council that as part of the agenda, the Strata Council will need to ratify any rules adopted by the Strata Council during the past year. These will include parking rules, amenities room usage rules, spa rules, and common area rules.

b) Bylaws

Council reviewed current bylaws, noting to bring forward the following bylaw resolutions:

i) Rental restriction Bylaws to limit rental to 12 units

ii) Changing of Quorum Requirement to 25%

iii) Maximum Number of Occupants Per Type of Unit:

Studio – Maximum 2 adults

1 Bedroom – Maximum 2 adults

1 Bedroom Den – Maximum 3 adults

2 Bedroom – Maximum 4 adults

iv) Deleting of the Bylaws 30 (1) and 30(2)

v) Increasing the Damage Deposit for Rental of Bentley Lounge to \$500

c) Ratifying of the Management Contract

Management noted that as part of the requirements of the Strata Propertythe owners must vote on ratifying Council signing a renewal contract with Martello Property Services. Following discussion, Council requested Management bring forward a resolution for renewal of a one-year contract with Martello Property Services.

d) Election of Strata Council

It was noted that at the upcoming Annual General Meeting, the owners will be required to elect Strata Council for the upcoming year. Council requests that all those interested please volunteer to serve on Strata Council.

e) AGM Date

All owners are advised that Strata Council has set a date for the Annual General Meeting for Strata Corporation BCS – 1399 The Bentley, for Monday October 30th, 2006 at the Holiday Inn 1100 Howe Street, Vancouver BC. Registration is at 7:00, meeting 7:30.

NOTICE OF MEETING:

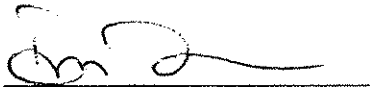
Notice of meeting proposed operating budgets, ...documents, copies of Bylaw resolutions and rules would be included in the Annual General Meeting Agenda package, which will be mailed to all owners in accordance with the requirements of the Strata Property Act. Council requests that any owners not able to attend the meeting, to ensure that their proxy forms are given to an owner or Council member who will be attending the meeting.

CONCLUSION:

There being no further business, it was moved to conclude the meeting at 9:05 p.m.

NEXT MEETING OF STRATA COUNCIL:

Will be scheduled at the Annual General Meeting.

A handwritten signature in black ink, appearing to read 'Don Dingman', is written over a horizontal line.

Don Dingman
Strata Manager
MARTELLO PROPERTY SERVICES INC.

