

LOCATION:

Business Centre
1239 West Georgia
Vancouver, BC

STRATA COUNCIL 2008-09

PRESIDENT

Sue Wagner

VICE-PRESIDENT

Patricia Greenwood

TREASURER

Walter Pecora

**LANDSCAPING
& BLDG. MTCE**

Rob Murray

BYLAWS & RULES

Tracy Wooten

SPECIAL PROJECTS

Vicki Cox

STRATA MANAGER

Leo Buonassisi

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RESIDENT MANAGERS

Vic & Aneta Hondru

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CONCIERGE: 778-888-1185

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PRESENT:

Sue Wagner
Patricia Greenwood
Rob Murray
Vicki Cox
Tracy Wooten

Leo Buonassisi, Strata Manager
Baywest Management Corporation

REGRETS:

Walter Pecora

1. CALL TO ORDER

The meeting was called to order by the Council President at 6:40 pm.

It was with regret that council accepted Russ Grabb's resignation from the strata council. Council acknowledged Russ's contribution in volunteer time and effort to the owners of the strata corporation.

A discussion ensued as to whether or not the vacant position should be filled. Council agreed that the strata's business can be managed effectively with the remaining 6 members for the remainder of the fiscal year.

The strata's web site will be updated by the Strata Manager.

2. ADOPTION OF PREVIOUS MINUTES

It was moved and seconded to adopt the minutes of the January 26, 2009 council meeting.

MOTION CARRIED

3. RESIDENT MANAGER'S REPORT

Council reviewed the report as prepared by Vic and Aneta Hondru. It was moved and seconded to accept the Resident Manager's report.

MOTION CARRIED

4. STRATA MANAGER'S STATUS REPORT

The Strata Manager provided a summary of correspondence to residents regarding fines, bylaw infractions, various invoices charged back to owners and other issues.

- Bylaw infraction: Owner fined \$50 per month for not providing the Strata a Form K from the new tenant.
- Bylaw infraction: Owner fined for moving furniture through elevator and lobby contrary to Strata Rules.
- Bylaw infraction: Owner fined \$200 for damage to furniture in Party Room.
- Charge back to owner for a plumbing call out to unplug their kitchen sink.
- Charge back to owner for a plumbing call out to repair their equipment.
- 3 insurance claims still active.

It was moved and seconded to accept the Strata Manager's report.

MOTION CARRIED

5. COUNCIL STATUS REPORTS

5.1 PRESIDENT'S REPORT

Sue Wagner reported on the following;

- The Owner Surveys were encouraged through notices etc.
- The Owner's Survey results were tallied and the results provided to council members to review. This took a full day's work. (A detailed discussion took place later on in the meeting.)
- Notices in the elevators have been changed every three days.
- Garbage room and pool area notices were created and posted.
- Meetings individually with concierges were held.
- Need for formal "infractions" letter with Venus letterhead made available to concierges.
- Answering questions, complaints and demands of residents particularly in the period before the managers were resident seems to be ongoing.
- Directing particular concerns to appropriate council member has been a focus.
- Reviewing recommendations from past reports and council minutes.
- Writing letter re washing machines with input from all council members was completed.

5.2 VICE PRESIDENT

Patricia Greenwood reported that the Thank You dinner for Phil and Sandra was very well received by them. Phil and Sandra expressed their thanks and best wishes to all the owners and residents of The Venus.

5.3 LANDSCAPING & BUILDING MAINTENANCE

Rob Murray reported on the recent repairs to one of the elevators. The repairs were necessary as a result of ongoing breakdowns relating to the door operator mechanism. The mechanism was replaced at the cost of the new equipment only – Fujitec did not charge for the labour. The cost of replacing all 3 door operators is \$12,000. The original estimate 2 years ago was approximately \$30,000. The remaining 2 elevators will have their door operators replaced Mar 23-25. Moves will not

be allowed on those dates. Fujitec has assured council the new door operators will provide more reliable service.

A meeting with Fujitec was also held to discuss the overall performance. It was noted that The Venus elevators are rated as good quality elevators that should serve the needs of the strata for many years. The majority of the problems, as reported by Fujitec, related to the doors and this upgrade should eliminate most of the problems. A number of other issues relating to speed, noise and leveling were also discussed. The performance of the elevators will be monitored and a follow up meeting will be held in 3 months time.

Rob Murray, the Strata Manager, and the Resident Manager reviewed the exterior of the complex recently and a budget price of \$30,000 was provided to repaint all the exterior concrete on the ground level of the building. A discussion ensued regarding exterior painting and council agreed to proceed with some painting.

It was moved and seconded to proceed with the most urgent exterior painting at a cost of approximately \$15,000. Funding of the project will be through the Building Improvement Fund.

MOTION CARRIED

Also discussed was the repair of the plaster in the pool, the repair of the counters in some common areas, and the need for power washing in some areas. Some signage for the pool has been ordered.

It was reported that the carpeting in the Building Manager's suite was in very poor condition. Council approved its replacement with laminate flooring. Council also approved the replacement of the Venetian blinds, if necessary.

The Building Manager has been asked to ensure there is a sufficient supply of sand and salt on hand for next winter.

5.4 BYLAWS & RULES

Tracy Wooten advised she has been checking the Visitor and Resident parking areas regularly over the past number of weeks and reported the following:

- Visitor's tags are being displayed.
- Very rarely are cars parked in Visitor's area with nothing displayed.
- Most evenings there are a number of vacant spots.
- Did not see any wide spread abuse of the area.
- Some speeding issues exist. The Strata Manager will have a new sign posted on the parkade door advising of the 10K speed limit.
- A number of bikes were found not locked to an approved bike rack but to pipes and other pieces of equipment. A letter will be prepared to attach to those bikes that need to be moved.

Tracy also reviewed the Party Room and reported that most of the equipment for the pool table is missing. It was moved and seconded to authorize Tracy to purchase new equipment at a cost of approximately \$500.

MOTION CARRIED

5.5 SPECIAL PROJECTS

A letter was reviewed that will go out to all owners outlining what has been found and what is being recommended with regards to the overflowing washing machines. The following advice is given:

1. Never overload your washing machine.
2. Load the clothes first and then turn the machine on.
3. **Never leave the machine unattended when it is operating.** Landlords should consider making this a term of the Tenancy Agreement along with the requirement that their tenants **must** have insurance, and know where the water turn-off valve is located.
4. If the load becomes unbalanced and the machine vibrates loudly, lift the lid and re-arrange your clothes so that it will spin easily.
5. Make sure that the washing machine hoses are stainless steel and replaced every 10 years.

6. FINANCIAL REPORT

6.1 FINANCIAL STATEMENTS

A detailed report was provided from the treasurer Walter Pecora, who was absent. The report on the Financial Statements to January 31, 2009 was reviewed by council. The report indicated that there were no irregularities and all financial issues are being dealt with properly. It was moved and seconded to accept the Financial Statements to January 31, 2009.

MOTION CARRIED

6.2 ACCOUNTS RECEIVABLE

The Accounts Receivables were reviewed. The Strata Manager reported that a number of insurance claim charge backs for damage or deductible have been resolved. The number of unresolved deductibles is now 3 and 1 charge back for damage that was under the deductible.

The Manager also reported that those owners in serious arrears were notified recently and some have paid their outstanding strata fees in full and the one that did not has had a lien registered against the property at the Land Title Office.

7. OLD BUSINESS

7.1 STRATA QUESTIONNAIRE

The questionnaire results were reviewed and discussed by Council. The results indicated that the majority of the respondents are in favour of spending at least an amount equal to one month's strata fees or a total special levy of approximately \$75,000. The top priorities for most owners are the lobby tiles and painting the common area hallways and lobbies.

It was agreed that council members Vicki Cox and Patricia Greenwood will obtain quotes for the replacement of the tiles in both lobbies and for painting all the hallways and lobbies. Once the quotes are received and reviewed, council will call a Special General Meeting for the end of May. The primary purpose will be to approve a Special Levy dedicated to the priorities as noted.

7.2 GUEST SUITE RENTALS DURING OLYMPICS

Council members continued their discussion of the guest suite rentals during the upcoming 2010 Olympics. Council agreed on the following procedure for the rental of these suites:

1. The cost will be \$250 per night from February 10, 2010 to March 24, 2010.
2. Reservations will be accepted on a first-come-first-served basis.
3. A minimum of 4 and a maximum of 7 nights per strata unit guest.
4. Reservations will only be accepted by email in the first minute of Tuesday, April 21, 2009. For clarification, that would be 00:00:01 Tuesday morning – after midnight on Monday night.
5. Subject line in the email must be “**2010 Guest Suite Rental at The Venus**”.
6. Email your request to Resident Manager: *vicvenus@novuscom.net*

7.3 RESIDENT MANAGERS

Council members and the Strata Manager have received numerous, very positive comments on the performance of the new Resident Managers. Vic and Aneta have already contributed greatly to the overall appearance of the complex.

8. CORRESPONDENCE

8.1 REVERSAL OF BYLAW FINE – MOVING FURNITURE

An owner requested the reversal of a fine for moving furniture out through unpadded elevators and rear lobby. A review of the security cameras showed two large chairs and coffee table being moved without notice. Council discussed the move and agreed not to reverse the fine.

8.2 REVERSAL OF BYLAW FINE – EXCESSIVE NOISE

A resident requested the reversal of a fine applied for excessive noise when using the Ball Room. Council discussed the letter and details of the party and agreed not to reverse the fine.

8.3 REVERSAL OF BYLAW FINE – DAMAGE TO COMMON PROPERTY

An owner requested the reversal of a fine for damage to property in the Party Room. Council discussed the circumstances surrounding the party and the timing of the damage and agreed not to reverse the fine.

9. NEW BUSINESS

9.1 BYLAW/RULE VIOLATIONS

After discussion and review, Council directed the following;

1. A resident of the 21st floor be advised to remove his dog as it is over the size limit permitted in the Bylaws and is not Venus tagged. Council directed a fine of \$50 per month be applied from June 2008 when the dog first moved in.

2. A resident of the 29th floor moved out without notice. Council directed a fine of \$100 be applied to the unit.
3. A resident of the 10th floor moved out without notice. Council directed a fine of \$100 be applied to the unit.
4. A resident of the 10th floor spilled beer on the hallway carpet. Council directed the resident be charged \$100 for the cost of cleaning the carpet.

9.2 STORAGE OF STRATA DOCUMENTS

A discussion ensued regarding the storage of the strata documents that have accumulated since the building was completed. These documents include past council meeting minutes, engineering reports, building drawings, etc. Council tabled a final decision until next meeting.

9.3 FORM K RULE/BYLAWS

The Strata's rules presently require that a Form K be completed for each new tenant by the suite owner upon moving into the building. Council discussed and agreed that this rule should be a bylaw and will propose this at the next AGM. The advantage of including this requirement in the Bylaws is that it will then be registered at the Land Titles Office.

9.4 WINDOW SEALS

The Strata has been involved in a program of replacing failed windows throughout the building. Many windows have been replaced and there are a number that remain to be replaced. The Strata Manager reported that the list of units to have their windows replaced was being kept by the Resident Managers. In the transition from the old Resident Managers to the new Resident Managers, the list may not have been kept current. Therefore Council is requesting all owners whose failed windows that have not been replaced, to please contact the Strata Manager to advise of their unit number and which windows need to be replaced.

9.5 UNSAFE DRIVING

Council discussed a number of recent reports of residents driving at high speeds through the parkade. One recent incident could have resulted in a small child being hit by a speeding car. Council directed the Strata Manager install a new sign for the parkade entrance gate limiting speed to 10 kph.

9.6 CONCIERGES

Council discussed the duties and performance of the concierges. Council is concerned that many of the Strata's Rules and Bylaws are not being enforced by the concierges. Consideration will be given to alternative service providers if service cannot be improved through the existing concierge contractor.

9. NEXT MEETING DATE & ADJOURNMENT

There being no further business, the meeting was adjourned at 10:15 p.m. The next Council meeting will be held Thursday, April 16 2009 at 6:30 pm.