

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 Wotten

SPECIAL PROJECTS
Vicki Cox

STRATA MANAGER
Leo Buonassisi

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www.venusongorgia.com

PRESENT:

Sue Wagner
Rob Murray
Vicki Cox
Tracy Wotten
Walter Pecora

Leo Buonassisi, Strata Manager
Baywest Management Corporation

REGRETS:

Patricia Greenwood

1. CALL TO ORDER

The meeting was called to order by the council president at 6:35 pm.

2. ADOPTION OF PREVIOUS MINUTES

It was moved and seconded to adopt the minutes of the July 9, 2009 council meeting.

MOTION CARRIED

3. RESIDENT MANAGERS' REPORT

Council reviewed the report as prepared by Vic and Aneta Hondru. It was moved and seconded to accept the resident managers' report.

MOTION CARRIED

4. STRATA MANAGER'S STATUS REPORT

The strata manager and council reviewed the correspondence to residents regarding fines and bylaw infractions. It was noted that the vast majority of bylaw infractions involving unscheduled moves involve renters.

5. COUNCIL STATUS REPORTS

5.1 PRESIDENT'S REPORT

Sue Wagner reported that she continues to be kept very busy dealing with various Venus issues that arise on almost a daily basis. At the end of July there were so many infractions by renters moving in and out, it was necessary to inform all absentee owners of their responsibilities by letter and to levy a

number of fines. A meeting with Tracy, the council rep for bylaws and rules, was held after consultation with the concierges and managers in order to address the issues and improve the “moving” part of our regulations.

Regarding the lobby re-tiling and painting, the vote for the tile colour and pattern was held with a large turnout of owners, indicating a lot of interest. The winning colour and pattern are displayed near the mailboxes. Owners are positive and eager to see the improvements in the lobby. Incidentally Venus owners have champagne tastes as the most expensive diagonal pattern was the winner. Thanks to the Design Committee for all their work. Further consultation with the design company was held to request lobby light fixture plans. A complete replacement program would be too expensive to be financed from the special levy. Nevertheless, a plan for future councils is necessary since the front lobby lower lighting square is not operational on one side after another of its anchors fell out of the ceiling.

A better price for washer and dryer units was obtained and advertised.

A file of reports and strata documents has been begun in the new filing cabinet so that future councils will be able to access information that is vital and not available on the website.

Approval to have “urgent” repairs (water heater, hallway temperature control and pipe replacement) completed by PML was voted for electronically by council members while the manager was on holiday. The stand-in Baywest manager, Ronald Singh, was helpful and signed the contract.

5.2 VICE PRESIDENT

No report.

5.3 LANDSCAPING & BUILDING

Rob Murray reported that the exterior painting is complete and numerous residents have expressed very positive comments. Vic and Aneta deserve special thanks for the touch-up work and dark green extra painting they did.

The irrigation system requires repairs and the contractor has reported that the system is an older style and parts are difficult to find. Council noted that this is another building system that is showing its age along with the enterphone, plumbing fixtures, heating and air circulation.

5.4 BYLAWS & RULES

Tracy Wotten suggested dealing with the ongoing problems relating to moves, especially when the loading dock area is used and left unattended. This is a serious security concern and council agreed the residents moving should provide proper security.

It was moved and seconded to add the following to the Moving Rules of The Venus:

10. All moves, in and out, must have a security guard posted at the entrance door (loading dock) at all times while the move is taking place. The security guard must be an employee of a reputable security company.

MOTION CARRIED

It was moved and seconded to amend Rule H1 under MOVING IN/OUT to the following:

A minimum of 7 days' notice is required to be given to the Concierge, PRIOR to any move in/out.

MOTION CARRIED

5.5 SPECIAL PROJECTS

There are no special projects other than the lobby decorating work at this time.

5.6 COMMUNICATION

Information continues to be posted on the website and elevator notice boards. Owners and residents are reminded to check the strata website on a regular basis for information, updates and notices.

www.venusongorgia.com

6. FINANCIAL REPORT

6.1 FINANCIAL STATEMENTS

Treasurer, Walter Pecora, provided an overview of the financial status of The Venus. Walter reported that several invoices for major work recently completed are outstanding. As of the end of July, the bank balance was at approximately \$80,000. It was moved and seconded to accept the financial statements to the end of July 2009.

MOTION CARRIED

6.2 ACCOUNTS RECEIVABLE

The Accounts Receivables were reviewed. The strata manager reported that around 20% of owners are in arrears for both their July and August special levies. Late penalties are being applied.

The fee schedule is on the notice originally sent to owners. The original SGM notice and fee schedule can also be viewed on the building's web site at **www.venusongorgia.com** under Bulletins.

**Owners are reminded that special levy payments MUST be made by cheque only.
They cannot be paid automatically from your bank account.**

7. OLD BUSINESS

7.1 SCHEDULED IN-SUITE MAINTENANCE

Notices of in-suite maintenance of fireplaces have been posted. All owners are encouraged to sign up. Other maintenance notices will be posted when contractors are organized.

7.2 EXTERIOR MAINTENANCE UPDATE

The strata manager reported All Star received its Letter of Variance from Worksafe BC. Work on the exterior caulking has now started and is expected to be completed by the second week of September. The east and north faces of the building will be completed this year with the west and south scheduled in each of the next two years. The strata manager advised that in light of the lengthy delay and that

two sides are being caulked at one time, All Star has agreed to honour the quoted prices of 2007 and reduce the price by 5%.

During the caulking process, All Star has reported minor deficiencies with some of the window frames. The company has been authorized to proceed with these repairs while on site; the cost should be less than the 5% price reduction. It is anticipated that the whole project, with repairs, will still be less than that originally quoted.

7.3 WINDOW REPAIRS

The window repair company, Allied Windows, has yet to receive its Letter of Variance from Worksafe BC. The strata manager has called Worksafe BC to assist in the process but to date no approval has been granted.

As the caulking company is on site and has its Letter of Variance to be able to work on the exterior of The Venus, the strata manager is attempting to have Allied Windows work with All Star in replacing the windows. All Star is familiar with the window replacement process and may be able to assist Allied Windows in the work required.

7.4 LOBBY RETILING AND PAINTING

Sue Wagner reported on the work scheduled for the lobbies. The tiles are on order and have been shipped from the factory in Italy. The work will hopefully be underway by mid-September and a very involved scheduling of contractors will be required. All residents will likely suffer inconvenience as parts of the lobbies will be closed off at times to allow work to proceed safely. As heard many times at the vote, it will all be much better than the black carpets and worn limestone which gives the entrances such a tawdry appearance so the inconvenience will be worthwhile. We are hopeful that perhaps some of the light fixtures can be updated before the ceiling is painted but that will depend on the cost and how far the budget will stretch.

7.5 ENGINEERING REPORTS

The council was provided with copies of various engineering proposals for long term planning and contingency reserve fund analyses. Further discussion was tabled for future meetings.

A copy of the End of Warranty Review completed by Levelton Engineering in 2004 was also given to council for review. Copies of the review and the engineering proposals will be kept on site in the strata filing cabinet.

7.6 NEW MECHANICAL CONTRACTOR

A discussion ensued regarding the performance and reporting of deficiencies by the existing mechanical contractor, PML. Council has been disappointed recently with PML in that repairs have been reported as requiring immediate attention yet when approved; the repairs have not been completed on a timely basis. Council agreed to have PML complete the recent work orders but once those are done to their satisfaction, a different mechanical contractor will be used.

It was moved and seconded to terminate the services of PML after the completion of the current work orders.

MOTION CARRIED

7.7 GUEST SUITE RENTALS DURING OLYMPICS

Council discussed the rental of the guest suites during the 2010 Olympics. To date there have been no reservations for either of the guest suites during the Olympics. Council members agreed that the cost of \$250 per night is excessive and should be reduced as many recent reports indicate the earlier expectations and need for rooms in the city have been revised. It was moved and seconded to reduce the daily rental rate of the guest suites to \$100 per night during the 2010 Olympics.

MOTION CARRIED

7.8 2009-10 BUDGET

Treasurer, Walter Pecora, provided council with a revised draft budget for the next fiscal year. A lengthy discussion ensued regarding the financial position of the strata corporation and the various projects the building will face in the future. In preparing the final budget for presentation to the owners at the upcoming Annual General Meeting, consideration will be given to the following:

- a) There has been no increase in the past two years
- b) The Contingency Reserve Fund has been depleted this year as a result of emergency, unscheduled and necessary repairs and replacement
- c) The building systems are 10 years old and many will require significant upgrades or full replacement in the near future
- d) The recent owners' survey indicated many owners would like to have the hallways painted and carpets replaced.

Council agreed that three projects will be presented to the owners at the AGM for their approval. Funding of these projects will be through special levies. These projects are:

- 1) Hallway Carpets and Painting - \$145,000
- 2) Enterphone Access Control - \$100,000 (approximately half the cost would be for 1000 new remotes for owners)
- 3) Parkade Membrane - \$120,000 would be for Phase 1 only which would be the drive aisles and the entry/exit ramps

The cost associated with each project is based on recent quotes obtained by the strata manager.

8. CORRESPONDENCE

8.1 ACKNOWLEDGEMENT

An owner has written to the council president and council thanking them for their all the work they have taken on in the past year. The owner acknowledged in particular the recent letter that went out to all absentee owners regarding tenants and their behavior.

8.2 SMOKING ON BALCONY

Council reviewed letters from two different residents regarding smoking by one of them on their balconies. The upper unit residents had written to complain about the ongoing smoking by residents on the balcony on the floor below them. The lower unit residents responded in writing claiming they do not smoke on their balcony. Council viewed a photograph that clearly shows a resident of the lower unit smoking. Council members agreed that in light of the photograph taken, the \$200 fine will remain.

8.3 SUITE RENOVATIONS

Council reviewed various letters complaining of excessive use of the elevator by the residents of one of the suites where renovations were being made. After meeting with the president, the residents have written to council apologizing for the inconvenience they may have caused to the rest of The Venus residents.

8.4 OWNER INSURANCE DEDUCTIBLE

An owner has written to council requesting reimbursement for her own insurance deductible which she has had to pay as a result of a recent water flood into the unit. She suggested procedures which are outside the regulations of the Strata Property Act and Bylaws and Rules of The Venus. Council discussed the details of the letter and agreed that owners are responsible for their own insurance deductible and any and all upgrades in their suites. The president was asked to respond.

8.5 FLOORING CHANGE

Council reviewed a request from an owner to replace the existing carpet in his unit with laminate flooring. The owner has agreed to comply with the flooring requirements as outlined in the Bylaws and Rules of the strata corporation. The owner has also signed an agreement accepting all responsibilities associated with the improvement to his suite.

9. NEW BUSINESS

9.1 GAS VALVE REPAIR

Council reviewed a letter from Terasen Gas advising of a minor gas leak and that should be repaired at the strata's convenience. The strata manager has contacted various contractors and they have advised that the repair itself is relatively minor but the process will involve shutting the gas off to the entire building and after it is turned back on, each and every suite must be checked to ensure the gas appliances (fireplace and stove) are in proper working condition. As the entire repair process will be labour intensive, council directed the strata manager to obtain quotes and proceed with the contractor which provides the most cost effective quotation.

Proper notice will be posted and delivered to all owners and residents. Every resident's cooperation will be essential for the repair to be completed on a timely basis and with as little inconvenience as possible to everyone.

9.2 RESIDENT MANAGERS' DAYS OFF

The resident managers have requested a change to their scheduled days off from Sunday/Monday to Saturday/Sunday. A brief discussion ensued and it was agreed to approve the request. The change will also serve the building better as many contractors arrive on Mondays to start their work.

9.3 WINDOW CLEANING SCHEDULE

Council agreed that regular window cleaning will take place every May and October.

9.4 GUEST SUITE DEPOSIT

It has been reported that on numerous occasions, residents reserve a guest suite and then cancel at the very last moment. In the meantime, others have been denied those dates resulting in lost revenue to the strata and inconvenience to those wishing to rent the guest suites. Council members agreed that there should be a deposit for each booking and charge for last minute cancellations.

It was moved and seconded to adopt the following rule:

M) GUEST SUITE RENTAL

- 1. There will be a **\$25** cash deposit required for all bookings of a guest suite. If the booking is cancelled with less than 24 hours notice, the entire **\$25** deposit will be forfeited. If the booking is cancelled with less than 48 hours notice, a **\$10** portion of the deposit will be forfeited.*

MOTION CARRIED

9.5 RENTALS

Council discussed the large number of rental units within The Venus and possible ways of reducing the number. The rentals create much greater wear and tear on the building and demands on the staff. While there are responsible landlords, other absentee owners are very demanding of the managers and concierges in doing the work for which they are responsible. Further discussion tabled for future councils.

Absentee Owners are reminded that it is their responsibility to complete all the paper work required when each new renter becomes a member of The Venus community. It is the owner's responsibility to ensure that the tenants are conversant with the Bylaws, Rules and procedures that are involved in living in a strata building.

10. NEXT MEETING DATE & ADJOURNMENT

There being no further business, the meeting was adjourned at 9:45 p.m. The next council meeting will be held on Monday, September 14, 2009 at 6:30 pm. This will likely be the last regular meeting of this council before the **Annual General Meeting on October 8, 2009.**