

**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

**BAYWEST MANAGEMENT**  
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**RESIDENT MANAGERS**  
Vic & Aneta Hondru  
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Cell: 604-307-4704  
Fax : 604-608-1455

**CONCIERGE: 778-888-1185**  
[www.venusongeorgia.com](http://www.venusongeorgia.com)

**PRESENT:**

Sue Wagner  
Patricia Greenwood  
Rob Murray  
Vicki Cox  
Tracy Wotten  
Walter Pecora

Leo Buonassisi, Strata Manager  
Baywest Management Corporation

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**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 March 9, 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 Managers' 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

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- Bylaw infraction: Unit owner advised of window coverings being wrong colour.
- Fine reversal: Request for reversal of fine denied by council.
- Invoice charge: Charge back to resident for cost of cleaning hallway carpet.
- Fine reversal: Request for reversal of damage charge denied by council.
- Bylaw infraction: Letter to an owner regarding dog complaint.

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A discussion ensued regarding correspondence sent to owners and residents from the Strata Manager on behalf of the Strata Council. The Council President asked that whenever a letter to an owner or resident is mailed out that she be sent a copy so that if questioned by that person, she has the details of the letter.

## **5. COUNCIL STATUS REPORTS**

### **5.1 PRESIDENT'S REPORT**

Sue Wagner reported on the following;

- Continues to be approached from residents with complaints and occasional words of appreciation
- It is important not to be lost in the minutiae of dealing with infractions and residents' personal issues and to focus on the direction received through the questionnaire: refurbishments that are wanted by owners and their willingness to pay for them.

### **5.2 VICE PRESIDENT**

No report.

### **5.3 LANDSCAPING & BUILDING**

Rob Murray reported that all three elevators have now had their door operating mechanisms replaced. Some minor issues still exist but Fujitec is dealing with them. The enterphone has been repaired and is working more reliably.

### **5.4 BYLAWS & RULES**

Tracy Wotten reported that the review of the Strata's Bylaws and Rules that relate to common area facilities is in progress. It was agreed that any rental of the Ballroom must be with the written permission of the suite's strata owner. New rules will be presented at the next meeting

### **5.5 SPECIAL PROJECTS**

Vicki Cox reported that she met with a number of contractors for quotations to replace the lobby tiles and to paint the lobbies. Quotes are being received and will be reviewed for presentation to the owners.

### **5.6 COMMUNICATION**

Walter Pecora will be responsible for the strata web site. Walter advised that since he set up the site originally with the contractor it would be easier if he continued with its maintenance.

## **6. FINANCIAL REPORT**

### **6.1 FINANCIAL STATEMENTS**

A detailed report was provided by the Treasurer, Walter Pecora. The report on the Financial Statements to February 28, 2009 was reviewed by Council. Walter reported 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 February 28, 2009.

MOTION CARRIED

## **6.2 ACCOUNTS RECEIVABLE**

The Accounts Receivables were reviewed. The Strata Manager reported the owners of the unit that had a lien recently registered against it, paid the outstanding amount in full and the lien will be removed.

The Manager also reported that a unit with a lien registered against it for outstanding strata fees has sold and the lawyer for the owner is on an undertaking to pay the entire outstanding amount prior to any transfer of title.

A discussion ensued regarding the registration of liens and the Strata Manager reported the following;

- 1) Owners, when late with their strata fees, are fined a late charge and mailed a statement advising of the charges to their unit.
- 2) Strata units in serious arrears of 3 or more months of strata fees are sent a letter advising to pay their accounts in full by a certain date or a lien will be registered against the strata lot at the Land Titles Office.
- 3) The Venus Bylaws state the following;

### **Payment of Strata Fees**

1 (1) An owner must pay strata fees on or before the first day of the month to which the strata fees relate.

(2) Effective January 1, 2002, if an owner is late in paying his or her strata fees, the owner must pay to the strata corporation interest on the late payment in the amount of 10% per annum, compounded annually, and calculated on a monthly basis commencing from the date the payment was due and continuing until the last day of the month in which it is paid.

(3) After three months of non-payment, a lien will be placed on the strata lot involved at the owner's expense for the total monies owed without the need to have a 3/4 vote. The owner is also responsible for payment of any legal fees and administrative expenses incurred.

## **7. OLD BUSINESS**

### **7.1 CONCIERGE SERVICE**

The Strata Manager reported on the meeting he had with CMI regarding concierge performance at The Venus. The meeting was held on March 31, 2009 and a number of issues were discussed such as;

- Enforcement of the Bylaws and Rules.
- Reporting of infractions.
- Communication with the Strata Manager and the Resident Managers.
- Concierge duties. An updated job description prepared by Council was accepted.

It was agreed that in future, all bookings of the elevator and moves will be done directly through the concierges.

**Owners and residents are advised to call the concierges directly at 778-888-1185 for all move-ins, move-outs and moving of furniture. The move-in or change-of-resident fee of \$100 as well as the deposit should also be paid to the concierge.**

Performance of CMI will continue to be monitored.

## **7.2 SPECIAL GENERAL MEETING**

Council, using the information obtained from the recent survey where the majority of owners who replied were in favour of proceeding with updating the common areas at a cost equivalent to two months' strata fees (a total of \$150,000), discussed the next steps. Consideration was given to various funding methods and it was agreed that the total amount of should be raised through a special levy to all owners. All surplus funds that were rolled over into the present budget will be used up this year and the Contingency Reserve Fund should be used only in case of emergencies and major retrofits to the building's major systems. This would be projects involving items such as mechanical replacement or water piping, roofing or elevator replacement.

Various dates for the Special General Meeting were discussed and it was agreed to call the SGM for **Tuesday, June 2, 2009**. The notice of the SGM will include details of the special levy and how it will be collected and used.

## **7.3 STRATA STORAGE**

Discussion of storing strata documents and other information was tabled until next meeting.

## **8. CORRESPONDENCE**

### **8.1 CORRESPONDENCE REQUIREMENT**

A discussion ensued and Council unanimously agreed that correspondence will not be read unless it is clearly signed by the writer and the suite number identified. All correspondence should be either sent to the Strata Manager at Baywest or left in the Council mailbox located near the mailboxes in the main lobby.

### **8.2 AIR CONDITIONERS**

An owner has requested permission to install an air conditioning unit for his suite. The Strata Manager has asked for details of the unit and the installation method. Council will consider installation of units in the future as technological advances have been made to ensure noise levels are much lower than in the past.

All requests for the installation of air conditioning units must be made in writing and include details, with drawings, of the installation and details of the unit being considered. If and when Council does establish an approved installation, all subsequent requests must comply with the same standard or better.

### **8.3 DRYER DUCTING**

An owner has written to Council advising that the performance of the clothes dryer may be improved through more direct venting of the dryer ducting. When this owner recently changed the clothes dryer it was found that the ducting had a number of unnecessary elbows. Rectifying this problem has decreased the amount of wet lint and moisture in the ducts which caused stains on the ceiling.

#### **8.4 SCOOTER TOWING**

An owner has written to Council regarding the towing of a family member's small scooter that was located by the rear entrance. Council reviewed the letter and discussed the location of the scooter. It was agreed that the towing was not necessary and the concierge company should reimburse the owner the cost of the towing charge. The Strata Manager will follow up accordingly.

#### **8.5 ADJACENT BUILDINGS**

A resident has written regarding the appearance of some balconies on adjacent buildings. Council agreed that as they have no jurisdiction over other stratas, no further action can be taken.

#### **8.6 NEIGHBORING DOGS**

A letter was received advising that residents from neighboring buildings often bring their dogs to use the garden area along the east side of the building. Council directed the Strata Manager to order and install signs advising dog owners to keep pets off the garden and clean up after them.

#### **8.7 SMOKING MARIJUANA**

An owner has written regarding the regular use of marijuana by the neighbours. The owner is very concerned as the smoke infiltrates the unit, particularly the children's bedroom. Council directed the Strata Manager to write to the marijuana smoking neighbours and their landlord, directing that they immediately stop smoking marijuana within the unit.

All residents are reminded of the following usage bylaw:

##### ***Use of property***

**3 (1)** *An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that*

*(a) causes a nuisance or hazard to another person,*

*(b) causes unreasonable noise,*

*(c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,*

*(d) is illegal*

#### **8.8 REVERSAL OF FINE**

An owner has requested the reversal of a charge for damage in the party room. A brief discussion ensued and as there was no evidence that the damage did take place during the time in question, the council agreed to reverse the charge.

## **9. NEW BUSINESS**

### **9.1 WORKSAFE BC**

The Strata Manager reported on the status of exterior work at The Venus. Worksafe BC (formerly WCB), in the past year, has been extremely strict in enforcing the safety regulations that apply to performing all work that involves suspension of workers over the sides of high-rise buildings. Additional safety procedures and equipment are required in any building which is over 300 feet. The Venus is over 300 feet high. All contractors working at The Venus require a Letter of Variance allowing them to perform their work. They must demonstrate competency in performance, training and equipment. The Strata Manager has also been informed that this letter must be obtained for every job undertaken. All the contractors that have done work in the past at The Venus must re-apply. Qualification requirements are very strict and extensive which explains the delays in obtaining some of the Letters of Variance.

The window cleaning company has recently obtained its permission and will be proceeding with window cleaning within the next month.

The window repair company had advised that their Letter of Variance will be received within the next month and then they can again continue with window repairs and replacement.

The caulking contractors advised that they had originally planned to perform their work using a suspended stage. Worksafe BC has advised that the equipment at The Venus is no longer acceptable for suspended stage use. The cost to upgrade this system would cost approximately \$200,000. The contractor will proceed with the work by suspended bosun's chair as soon as their Letter of Variance is received.

### **9.2 CHANGE OF GAS PROVIDER**

Council reviewed information provided by Access Gas regarding natural gas pricing. The price structure is more favorable than Terasen Gas and the present provider. It was MOVED and SECONDED to change to Access Energy for the provision of natural gas for The Venus.

MOTION CARRIED

### **9.3 EXTERIOR PAINTING**

Council discussed prices for painting the concrete and trim at ground level around the complex. It was MOVED and SECONDED to proceed at a cost not to exceed \$21,000 (including GST). Rob Murray will review the quotes for a final decision.

MOTION CARRIED

### **9.4 REAR DRIVEWAY**

Council reviewed a quote to power wash and seal the rear driveway. The price is in line with all previous quotes. It was MOVED and SECONDED to proceed at a cost not to exceed \$5,000.

MOTION CARRIED

### **9.5 TOILET SUPPLY LINES**

Council members discussed changing the supply lines under the toilet tanks. It has been brought to their attention that some toilets are starting to leak and should be changed and upgraded to a more long lasting braided type. The original supply line is a standard plastic type which starts to fail after a number of years. The Strata Manager was asked to obtain quotes for this work. Owners will then be given the opportunity to sign up to have their supply lines changed at a reduced rate when done in large quantities. The Council President will provide a letter to all owners explaining the issue.

All owners are encouraged to have their supply lines changed because if they do leak and cause damage to their unit and the units below, the cost of repairs will be charged back to the unit where the leak originated.

#### **9.6 RENTAL BYLAW**

A discussion ensued regarding limiting rentals to a minimum of 3 months. It was agreed to present a motion at the Annual General Meeting addressing this issue.

#### **9.7 NEW RESIDENT MANAGERS**

Council and the Strata Manager discussed the performance of the Resident Managers, Vic and Aneta Hondru. All council members are extremely satisfied with their performance and were unanimous in approving their employment past the probationary period. The Strata Manager reported that Vic and Aneta are well organized in their work; they have cleaned and painted areas that are rarely visited by owners but are nonetheless very important. The main mechanical room is one example.

It was MOVED and SECONDED to increase the salary of Vic and Aneta Hondru as per contract.

CARRIED UNANIMOUSLY

#### **9.8 REVIEW OF WRITE-IN SUGGESTIONS ON QUESTIONNAIRE**

**Council has reviewed some of the suggestions made on the questionnaire. The summarized suggestion and responses are as follows. Further suggestions will be discussed at future meetings.**

A. The Strata Council should review the proposal that the common rooms on the second floor be renovated into apartments which could be rented or sold as a source of income.

The council reviewed the suggestion and decided that it is not prepared to consider this suggestion for a number of reasons:

- a. The common rooms (ballroom, business centre etc) are a valuable resource for people already living in the building
- b. If this were to be a profitable for the strata, the time is inauspicious as there is no shortage of new apartments in the downtown area
- c. Such changes would require approval of City Hall.

B. That the visitor suites not be painted or refurbished in any way out of general revenue or a special assessment.

Council reviewed the financial statements and found that rentals of the suites and common areas are

profitable for the strata. Therefore, rentals of the suites and common rooms are certainly financing the operation of the building. The suites should be kept in good repair. After almost ten years of use they require painting, new flooring etc. (Note the ballroom and party room have had significant upgrading in the last few years.)

C. That signs be made indicating that showering before using the pool facilities is mandatory.

In response to this suggestion, laminated notices were first posted and now permanent signs are in place.

**10. NEXT MEETING DATE & ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:30 p.m. The next Council meeting will be held Tuesday, May 5, 2009 at 6:30 pm. The agenda for this meeting will be restricted to dealing with the issues involved with the lobby floor replacement and painting, special assessment and Special General Meeting.