

**LOCATION:**

Meeting Centre – 2nd Floor  
1239 West Georgia, Vancouver, BC

**STRATA COUNCIL 2009-2010**

**PRESIDENT**

Patricia Greenwood

**VICE-PRESIDENT & TREASURER**

Bill Fraser

**LANDSCAPING  
& BUILDING MAINTENANCE  
& SECRETARY**

John Beatty

**SPECIAL PROJECTS**

Vicki Cox

**BYLAWS & RULES**

Tracy Wotten

**BAYWEST MANAGEMENT  
#300 - 1770 BURRARD ST.  
VANCOUVER, BC V6J 3G7**

Office Line: 604-257-0325

**STRATA MANAGER**

Don Wong

E-mail: [dwong@baywest.ca](mailto:dwong@baywest.ca)

Fax: 604-592-3679

Direct Line: 604-714-1536

**ALL ACCOUNTING INQUIRIES**

Toll-free Phone 1-877-585-4411

**RESIDENT MANAGERS**

Vic & Aneta Hondru

Suite: # 303

Office: 604-408-1419

Emergency Cell: 604-307-4704

Fax : 604-608-1455

**CONCIERGE**

Desk: 778-888-1185

**Strata Website:**

[www.venusongorgia.com](http://www.venusongorgia.com)

**PRESENT:**

Patricia Greenwood

Bill Fraser

Vicki Cox

Tracy Wotten

**REGRETS:**

John Beatty

Vic Hondru, Resident Manager

Don Wong, Strata Manager

**1. CALL TO ORDER**

A quorum was established and the meeting was called to order at 7:08 pm.

**2. ADOPTION OF PREVIOUS MINUTES**

It was moved and seconded to adopt the minutes of March 8, 2010 as previously distributed but with the following correction.

Under Section 4.2 Accounts Receivable, the website should have read: [venusongorgia.com](http://venusongorgia.com)

CARRIED

**3. RESIDENT MANAGERS' REPORT**

Council reviewed the report as prepared by Vic and Aneta Hondru. Various issues reported were discussed to the Council's satisfaction. It was moved and seconded to accept the Resident Managers' report as presented.

CARRIED

Carpeting

Raincity completed installing the common area hallway carpets on April 9, 2010. Council members, the Strata Manager and the Resident Manager as part of this meeting conducted a 40 minute walk about to inspect the installation and identify any deficiencies to be rectified by Raincity. The Resident Manager had also compiled a list of deficiencies. During the walk about it was noticed that several wooden (oak) door thresholds need to be replaced. Many were cracked and badly faded. Raincity will be paying for those thresholds that their carpet installers had accidentally broken. The Strata Manager will be obtaining quotes for replacing other damaged thresholds for Council's consideration. Upon completion of the walk about, the Resident

Manager departed from the meeting.

## Painting

Quality Plus started painting the common area hallways on April 8, 2010. Common area hallways, specifically refers to the walls, ceilings, unit door trim, elevator doors, utility room doors and exit doors. Council also authorized Quality Plus to include painting the gym.

## 4. FINANCIAL REPORT

### 4.1 FINANCIAL STATEMENTS

The financial statements for March 2010 were reviewed by the Treasurer, Bill Fraser and the following was highlighted:

- Utility costs were well below budget due to lower gas costs
- Insurance premium is lower due to reduced replacement value (Baywest obtains an annual appraisal as required by the strata property act for strata insurance policy renewal. This is to ensure the strata is properly insured to its full replacement value)
- Building envelope maintenance, window repair and maintenance, elevator repair and maintenance may exceed budget
- Lobby upgrades were completed within budget with a small surplus. This surplus will be used to cover the cost of a new and more practical desk for the Concierge team.
- Common area hallway carpeting and painting will be completed within budget. Surplus will be transferred to consolidated "improvement fund" for future remodelling

It was then moved and seconded to accept the financial statements as prepared.

CARRIED

### 4.2 ACCOUNTS RECEIVABLE (Outstanding as at April 13, 2010)

#### Special Levy – Lobby Renovations

11 owners have not paid this special levy that was **due on July 1 and August 1, 2009**. The total outstanding is \$3,403.15.

#### Special Levy – Hallway Carpet & Painting

21 owners have not paid this special levy that was **due on November 1, 2009**. The total outstanding is \$10,631.19.

#### Special Levy – Electronic Access Control System

38 owners have not paid this special levy that was due on March 1, 2010. The total outstanding is \$ 14,090.42.

#### **Special Levy – Parkade Membrane – REMINDER DUE MAY 1, 2010**

The amount of \$126,000 was approved by the owners at the AGM on October 8, 2009 for renewing the driving lane portion of the parkade membrane. Quotes are being obtained for Council's consideration. One quote has been received from Polycrete Restorations Ltd. The Strata Manager will be obtaining 2 more quotes from reputable companies. Owners are reminded that this special levy is due on May 1, 2010.

#### **Note: A \$50 per month penalty is levied against late payment of any instalments Payment of the special levy is to be made by cheque only. Make cheques out to**

**LMS 3963 and mail to Baywest Management or drop off at the Resident Manager's office.**

Automatic bank payment is set up for strata fees only. Special levies cannot be taken from your bank account. The amount of your levy can be viewed on the Venus website: [venusongorgia.com](http://venusongorgia.com)  
(under Bulletins)

## **5. OLD BUSINESS**

### **5.1 EXTERIOR WINDOW REPAIRS**

Quotes have been received from Fogbusters Window Repair Ltd. (Window Medics) a firm that specializes in moisture and condensation removal from thermal windows instead of expensive window replacement. Fogbusters will be installing a micro-filter (a one-way-valve) that vents moisture continually and allow windows to "breathe" while preventing any new moisture from entering a window. A schedule will be arranged with Fogbusters to access those suites to repair the fog, condensation and / or moisture problems. Another schedule will be arranged with Allied Windows to replace and / or repair those windows with seals that have failed to the point that cannot be repaired by the Fogbusters procedure.

## **6. CORRESPONDENCE**

### **6.1 UNIT REPORTING SOAP SUDS IN TOILET**

A unit is again experiencing some problems with soap suds backing up through piping and into their suite causing a great inconvenience. This may be the result of too much soap being used by some residents in their washing machines. Too much laundry detergent will result in soapy suds being created when the water drains out of the washing machine and into the building's drains. The suds cannot be carried away fast enough and therefore backs up into the lower units through the toilets, sinks and bathtub drains.

**Please help out by not using any more laundry soap than is necessary. Trades in the industry suggest only ¼ cup per load should be used. The water in Vancouver is very soft and no more than a ¼ cup is required to properly clean clothing. Using less soap is also better for the environment, the building and your neighbours and of course will save you money. So again...please use less soap. Also, if you have a front loading washing machine you must use the new low-suds soap available on the market as this will ensure your clothes are properly cleaned.**

## **7. NEW BUSINESS**

### **7.1 PARKING STALL RENTALS – INCREASE EFFECTIVE JUNE 1, 2010**

**The Strata Corporation will be increasing the monthly parking fee from \$80 to \$100 per month effective June 1, 2010. The increase is required as the overall costs of maintaining the building, which includes the parkade have increased.**

### **7.2 PARKADE PARKING TAGS – REPLACEMENT CHARGE EFFECTIVE JUNE 1, 2010**

**Residents will be charged \$15 for replacement parking tags effective June 1, 2010.**

## **8. OTHER**

### **8.1 PET REGISTRATION**

Owners and / or residents are reminded they need to register their pets with the strata.

Note: Such registration can be beneficial in an emergency situation such as building evacuation in the event of a fire.

Bylaw 39 (2) states:

**An owner, tenant or occupant that keeps a pet in a strata lot, either permanently or temporarily, shall register that pet with the strata council by providing to the strata council a written notice, signed by the owner, tenant or occupant setting out the name, breed and colour of the pet, the strata lot number of the strata lot in which the pet is kept, the name and telephone number of the owner of the pet and the license number of the pet (when the pet is required to be licensed).**

## **8.2 PARKING STALL RENTALS**

Owners are reminded parking stalls can only be rented out to residents of the Venus.

Bylaw 34 (4)(c) states:

**An owner, tenant or occupant shall not rent or lease the parking space assigned by the strata corporation to his strata lot to or otherwise permit that parking space to be regularly used by anyone that is not a resident of the building**

## **8.2 WEEKEND JANITORIAL INCREASE**

UniClean Systems Inc. will be increasing their monthly fee by 5% (from \$750 to \$787.50 per month + Gst) due to rising labour cost and materials effective May 1, 2010. There has been no change in fees since October 6, 2007 when UniClean began providing service.

## **8.2 FORM K – NOTICE OF TENANT’S RESPONSIBILITIES**

**Owners are reminded that a Form K – Notice of Tenant’s Responsibilities needs to be completed and signed by the owner and their tenant. The purpose of the Form K is to protect the rights of all owners and residents by ensuring:**

- 1. That a tenant complies with the bylaws and rules**
- 2. If a tenant or occupant of the strata lot, or a person visiting the tenant or admitted by the tenant for any reason, contravenes a bylaw or rule, the tenant is responsible and may be subject to penalties, including fines, denial of access to recreational facilities, and if the strata corporation incurs costs for remedying a contravention, payment of those costs.**

**Note: The Strata may fine an owner a maximum of \$200 if a Form K is not submitted.**

## **9. NEXT MEETING DATE & ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:03 p.m. The next Council meeting will be held on Thursday – May 20, 2010 at 7:00 p.m.

**Please keep these minutes with your strata lot records. You will need to provide them to your realtor when you sell your strata lot. There will be a charge for copies.**