

THE VENUS LMS 3963

LOCATION:

Meeting Centre – 2nd Floor
1239 West Georgia,
Vancouver B.C.

STRATA COUNCIL

2011-2012

PRESIDENT/ TREASURER

Bill Fraser

VICE-PRESIDENT

MAINTENANCE

John Beatty

SECURITY

BYLAWS & RULES

Patricia Greenwood

Vicki Cox

STRATA MANAGER

Esthel Issa

Direct Phone: (604) 714-1544

Fax:(604) 592-3698

ALL ACCOUNTING INQUIRIES

1-877-585-4411

BAYWEST MANAGEMENT

301-1195 WEST BROADWAY

VANCOUVER BC

V6H 3X5

24 Hour Line: (604) 257-0325

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

ATTENDANCE:

Bill Fraser

John Beatty

Patricia Greenwood

Vicki Cox

Esthel Issa, Baywest Management Corporation

(1) CALL TO ORDER

The president called the meeting to order at 7:15 p.m. A quorum was established.

(2) APPROVAL OF PREVIOUS MINUTES

Following review of the minutes of the meetings held November 14 and 30, 2011; and there being no errors or omissions, it was moved and seconded to approve the minutes as distributed. **CARRIED**

(3) BUSINESS ARISING FROM PREVIOUS MINUTES

3.1 CLAIM AGAINST STRATA CORPORATION

Section 4.1 of the minutes of the October meeting referred to a claim put forward by an owner in Provincial small claims court against Council's decision regarding replacement of cabinets damaged due to a water leak. Council had agreed to replace all damaged cabinets but, because the original facing material was no longer available, the owner petitioned to have the facing of all cabinets in the unit replaced. The President attended the trial with the lawyer appointed by the Strata's insurance company.

The Judge reasoned that the Claimant (unit owner) was entitled to be restored to his pre-loss position and therefore the Strata Corporation must pay for the replacement of the facing of all cabinets in the unit. The immediate cost to the strata will be the \$500 deductible payable under the applicable insurance policy.

3.2 PARKADE REPAIRS

In follow-up to section 2.2 of the previous minutes, the Strata Manager reported Libra Envelope Investments has scheduled the next phase of parking membrane repairs (principally in the visitor parking area) for the middle of January 2012. The repairs will require partial closure of this area of the parkade for up to 2-3 weeks. Council requested that Libra develop a plan and schedule of work to minimize

inconvenience to residents and visitors. Notice of the extent and duration of closure of the visitor parking area will be posted on Venus notice boards and in the elevators.

In addition, Council directed the Strata Manager to obtain an estimate from Libra Envelope Investments for another area of the parkade (level C) that is showing signs of leakage. An update on this item will be provided at the next meeting.

3.3 ROOF TOP AIR MAKE UP UNIT

In follow up to section 2.1 of the previous minutes, the Strata Manager advised the requested second estimate and recommendation for the repair or replacement of the roof top air make up unit has not been received yet. The Strata Manager also advised, as per the Venus Operating Procedures, she will obtain a third estimate/recommendation. An update will be provided at the next meeting.

3.4 PLUMBING

In follow-up to section 2.1 of the previous minutes, the Strata Manager advised the hot water tank on the 28th floor is scheduled to be installed shortly. The cost of the flood pan was approximately \$800.00. The estimate for the installation of a solenoid valve is still pending. This valve can be installed after the tank is in place.

Further, she advised Milani has yet to forward the estimates for the installation of audible alarms. Once these estimates are received, the Strata Manager will forward them to Council for their consideration.

Council further discussed the Preventive Maintenance Report submitted by Milani and the proposals intended to minimize the frequency and extent of future water loss incidents. Council directed the Strata Manager to obtain an estimate from Milani to sample the condition and remaining wall thickness of common area pipes to complement the work completed by Flow consulting in May 2011. The results will help plan future pipe replacement.

3.5 POWER OUTAGE

In follow-up to section 4.4 of the minutes of the November 14 meeting, Council reviewed recommendations from Westpac to safely connect the booster pumps to the emergency generator.

Westpac recommended installing A/C variable drives on the booster pumps that will ramp up water pressure in the system slowly and safely. This will reduce the chance of damaging the piping system when the pumps restart after a power failure.

Council directed the Strata Manager to ask Westpac to provide an estimate for supply and installation of A/C drives. An update will be provided at the next meeting.

3.6 WATER LOSS RENOVATIONS

In follow-up to section 4.6 of the minutes of November 14 meeting, the Strata Manager reported the final repairs to the damage caused by the September flood are progressing well and should be completed ahead of schedule.

3.7 VENUS AMENITIES

In follow-up to section 2.5 of the previous minutes, Council confirmed replacement of appliances in the guest suites and the strata owned unit.

3.8 ANNUAL FIRE SAFETY INSPECTION

The Strata Manager advised the in-suite annual fire safety inspection is scheduled for January 10 and 11, 2012.

Inspection of all in-suite devices is a requirement of the Provincial Fire Code, City bylaws, and the strata corporation bylaws. Residents who are unable to provide access to their units themselves during this period are requested to make alternate arrangements. **Every unit must be tested in accordance with the provincial and city fire codes.** Testing will be completed floor by floor and fire alarms will be sounding intermittently throughout the day

A notice is attached to these minutes. Notices will also be posted on Venus bulletin boards and in the elevators.

3.9 DRYER VENT CLEANING

The Strata Manager presented two estimates for the cleaning of the dryer vents. It was then moved and seconded to approve the estimate from Freeflo Ventilation Systems.

Residents are advised dryer vents should be cleaned annually to prevent fire hazards. Unlike previous years, this expense is covered by the Strata operating budget to ensure that all dryer vents are cleaned. Access to each unit will be required.

Council directed the Strata Manager to contact the contractor to schedule this maintenance item and to confirm that all exterior vents can be accessed from the balconies.

Once a date is obtained, notices will be posted in the Venus and mailed to non-resident owners.

3.10 CONCIERGE

The President advised CMI Concierge has forwarded a draft of the Concierge Duties & Responsibilities and Emergency Operating Procedures. In addition, a comprehensive Concierge Manual will be in place shortly for the Venus. An update will be provided at the next meeting.

Council confirmed the purchase of gift cards for the Resident Managers and Concierges.

(4) RESIDENT MANAGERS' REPORT

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

The review of Operating Procedures, the Resident Managers' Report, observations by Council members and comments of concerned residents have identified some on-going practices contrary to Venus ByLaws and Rules.

In particular, owners/residents are reminded that:

- (1) resident parking stalls must not be rented to individuals who are not themselves residents of the Venus (i.e., rental to outsiders is not permitted); and
- (2) short-term rental (i.e., rental of less than one month) of suites is not permitted.

The Strata Manager will issue warning letters to the owners/residents concerned and Council will consider necessary follow up action, including levying of fines or other penalties, at the next Council meeting.

Venus ByLaws and Rules are available on the Venus website. Owners and residents are encouraged to review these documents and address any questions or concerns to Council.

(5) FINANCIAL REPORT

5.1 FINANCIAL STATEMENTS

The Treasurer provided an update of the Venus financial position and a spreadsheet showing the actual and budgeted expenses to the end of November. Following discussion, it was moved and seconded to adopt the financial statements for the period ending November 30, 2011 as distributed.
CARRIED

5.2 ACCOUNTS RECEIVABLE

Owners are reminded the Special Levy "C" Window Replacement was due no later than October 31 and Special Levy "D" Venus Amenities Improvements was due no later than November 30, 2011. Late charge penalties were waived for the first month where payment had not received on the due dates. The Special levies must be paid by cheque payable to LMS3963.

(6) CORRESPONDENCE

Council subsequently dealt with the correspondence received and, where deemed necessary, the Strata Manager was directed to correspond with the various authors.

(7) NEW BUSINESS

7.1 ACCESS CONTROL SYSTEM

In follow-up to section 4.1 of the previous minutes, the Strata Manager advised she is still waiting for the estimates requested from Action Integrated Security for an uninterruptable power supply (UPS) to support the access control system and a full secondary computer back-up for the access system.

The Strata Manager advised as soon as the estimates are received, she will forward them to Council for their consideration.

An update will be provided at the next meeting.

(8) TERMINATION

There being no further business, the meeting terminated at 9:05 p.m. The next council meeting is scheduled for Monday, January 9, 2012 at 7:00 pm.

Please be advised that copies of Council & General Meeting Minutes should be retained for a period of two years. Copies of Council, General and Special Meetings are available on the Venus website.



THE VENUS
NOTICE FOR FIRE ALARM TESTING

Mircom Technologies Ltd. has been hired by
BAYWEST PROPERTY MANAGEMENT
to perform the Annual Preventative Maintenance Service for your
fire safety devices in your building.

Mircom will be testing the fire protection equipment as follows:

COMMON AREAS

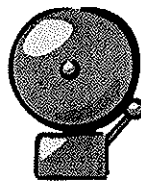
Monday January 9th, 2012 to Thursday January 12th, 2012
(From 8:00AM until 4:00PM Daily)

IN-SUITE TESTING:

Tuesday January 10th – 8:30AM – 12:00PM
(36TH Floor Down To 19TH Floor)

Wednesday January 11th – 8:30AM – 12:00PM
(18th Floor Down To 3rd Floor)

* If you are not available for providing access, please make arrangements and give approval
for entry by contacting your Property/Resident Managers.*



Bells will ring intermittently during the inspection.

THANK YOU FOR YOUR COOPERATION