

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

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RESIDENT MANAGERS

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CONCIERGE

Desk: 778-888-1185

Strata Website:

www.venusongorgia.com

ATTENDANCE

Bill Fraser
Vicki Cox
Patricia Greenwood

REGRETS

John Beatty

Esthel Issa, Baywest Management Corporation

(1) CALL TO ORDER

The President called the meeting to order at 7:00 p.m. A quorum was established.

(2) APPROVAL OF PREVIOUS MINUTES

Following review of the minutes of the meeting held December 12, 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 PARKADE REPAIRS**

In follow-up to section 3.2 of the previous minutes, the Strata Manager reported Libra Envelope Investments has commenced the repairs of the membrane in the visitor parking area. The area is partially closed to ensure the project is completed safely and in a timely manner. The project should be completed by January 27, 2012.

In addition, the Strata Manager reported Libra investigated the condition of the parkade (level C) and advised repair to this area is not urgent and that other areas should be attended to first. Recommendations (with cost estimates) for repairs that should be given priority will be provided for the next stage of the parkade membrane repairs.

3.2 ROOF TOP AIR MAKE UP UNIT

In follow up to section 3.3 of the previous minutes, the Strata Manager reported the recommendations and estimates for the repair or replacement of the roof top air make up unit requested from two contractors have not been received yet. The delay is attributed by the contractors to equipment suppliers being away during the Holiday Season. An update will be provided at the next meeting.

3.3 PLUMBING

In follow-up to section 3.4 of the previous minutes, Council approved the estimate provided by Milani for installation of a solenoid valve on the water tank on the 28th floor. **CARRIED**

Council further discussed the estimate for the preparation of a report on the condition of the common area pipes and directed the Strata Manager to request a detailed proposal and time frame from Milani.

Council decided to table discussion of the estimates for the installation of in-suite audible alarms to the next meeting.

3.4 BOOSTER PUMPS

In follow-up to section 3.5 of the previous minutes, the Strata Manager advised she has not yet received the requested estimate from Wespac Electric for supplying and installing A/C variable drives on the booster pumps. An update will be provided at the next meeting.

3.5 VENUS AMENITIES

In follow up to section 3.7 of the previous minutes, the President reported two flat screen TVs had been purchased for the guest units and a new stove and fridge had been purchased for the strata owned unit.

Council confirmed the award of contract to Columbus Construction for shower/dressing room renovations. Council requested the Strata Manager to obtain estimates for repairing and resealing the ballroom floor. Following discussion on future amenities upgrades, it was decided priority would be given to a new concierge desk and new sofas/settees for the Party Room.

3.6 DRYER VENT CLEANING

In follow-up to section 3.9 of the previous minutes, the Strata Manager advised she has made several attempts to obtain a schedule from Freeflo Ventilation Systems for the dryer vents cleaning without success.

Subsequent to the meeting, the Strata Manager was able to confirm Freeflo Ventilation Systems will be on site from 9:00 a.m. to 4:00 pm on Monday February 13 to Friday, February 24 ,2012 to clean the dryer vents in every unit. The contractor will start from the top floor and work down.

Dryer vents should be cleaned annually to reduce fire hazards. Unlike previous years, the expense of dryer vent cleaning will be covered by the Strata operating budget to ensure that all dryer vents are cleaned. Access to each unit and balcony will be required.

Reminder notices will be posted in the elevators and on the Venus website.

3.7 CONCIERGE

In follow-up to section 3.10 of the previous minutes, Council discussed the draft of the Concierge Emergency Operating Procedures provided by CMI Concierge.

Council members will review the draft and forward their comments to the President who will provide consolidated comments to the Strata Manager to follow up with CMI Concierge.

3.8 ACCESS CONTROL SYSTEM

In follow-up to section 7.1 of the previous minutes, Council reviewed the estimates provided by Action Integrated Security for an uninterruptable power supply (UPS) and a full secondary computer back-up for the access system. Following discussion Council determined that additional information was needed and decided to table this item for the next meeting.

3.9 SHOWER FACILITY/POOL AREA UPGRADES

The Strata Manager advised that renovation of shower/dressing room facilities upgrade has been scheduled to begin January 17, 2012. Repairs and replastering of the pool/Jacuzzi will be scheduled concurrently to minimize the period of pool closure.

Residents are advised the pool/sauna and shower facilities will be closed from January 17, 2012 to February 16, 2012.

(4) RESIDENT MANAGER'S 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**

(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 December 2011. Following discussion, it was moved and seconded to adopt the financial statements for the period ending December 31, 2011 as distributed. **CARRIED**

5.2 ACCOUNTS RECEIVABLE

Owners are reminded the Special Levy "C" and "D" were due on October 31 and November 30, 2011 respectively. In view of disruption caused by the September 2011 water loss incident, Council waived late fees and penalties for one month. Council instructed Baywest to apply late payment fines and interest penalties to accounts outstanding after the waiver period as provided for in Strata Bylaws. Special levies must be paid by cheque payable to LMS3963.

Owners in arrears for strata fees and special levies are mailed a statement of amounts outstanding each month. If an owner is in arrears for ninety days, the owner will be forwarded a letter to request the account be brought to date within a specified time period. If the balance remains outstanding, a lien may be registered against their property.

(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 POOL SAFETY PLAN

The President reported the finalized requirements for a Pool Safety Plan issued by Vancouver Coastal Health in November 2011 were broadly consistent with the draft Venus Pool Safety Plan he had circulated to Council in October 2011. The deficiencies appeared to be relatively minor. Council directed the Strata Manager to work with the Resident Manager to obtain the missing information to finalize the plan. Council agreed any equipment deficiencies (including provision of an additional First Aid kit, if necessary) would be corrected in parallel with the scheduled pool repairs.

Once completed, the Pool Safety Plan will be submitted to the Venus pool inspector for approval. The Pool Safety Plan should be in place when the Pool Area re-opens on February 16, 2012.

7.2 PARKADE GATE

Following review of an estimate provided by Overhead Door for a controller/sensor to be installed on the garage gates, it was decided to table this item to the next council meeting.

7.3 RECYCLING OF NON-STANDARD GARBAGE

Council noted the accumulation of non-standard garbage and electronic items on the P2 level, in the room opposite the elevators. Council directed the Strata Manager to hire a junk removal contractor to dispose of these items.

Residents wanting to take advantage of this strata-paid pick up should drop off their unwanted electronic and other non-standard garbage in the P2 area before January 30, 2012.

Residents are reminded to follow the posted instructions on recyclable materials established by the City of Vancouver and not to include prohibited wastes (hazardous materials, paints, solvents, furniture items, electronics, etc.) in normal refuse. Complete information on recycling and prohibited waste can be found on the City of Vancouver website (www.vancouver.ca/recycle).

7.4 EXTERIOR OF THE BUILDING

Council directed the Strata Manager to obtain an estimate from Bemco Pacific Services Inc. to prepare tender documents (including a detailed "Scope of Work" and material specifications) for maintenance of the Venus building exterior consistent with the recommendations of the 2011 building envelope study (including caulking, painting, etc.). These documents will be used to invite proposals for future maintenance of the exterior of the building. An update will be provided once the estimate received.

(8) TERMINATION

There being no further business, the meeting terminated at 9:05 p.m. The next council meeting is scheduled for Monday, February 13, 2012 at 7:00 pm.

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