

SHAWNOAKS
STRATA CORPORATION VR855
5505 - 5585 OAK STREET, VANCOUVER, B.C.

**MINUTES OF THE STRATA COUNCIL MEETING OF STRATA PLAN VR855, HELD IN UNIT 6--
5535 OAK STREET, VANCOUVER, B.C., ON TUESDAY, OCTOBER 20TH, 2009 AT 7:00 P.M.**

IN ATTENDANCE

Brian Ferris, *President*
Teresa Londero, *Secretary*
Gary Boras

Delton Fallis, *Vice President*
Jane Kim, *Treasurer*
Frank Bernstein

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Mike Elliott, *Strata Agent*

GUESTS

Scott Posno, SCOTT POSNO DESIGN

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 7:00 p.m.

2. **CARETAKER'S REPORT**

The Resident Caretaker, Viviana, presented a report to Strata Council.

- **September 14, 2009** – “Milani” fixed a hot water pipe under the bathroom sink at #8-5565 (at Owner’s expense)
- **September 23, 2009** – “Milani” was on site to replace a shut off valve for the dishwasher at #4-5585.
- **October 7, 2009** – “City Irrigation” winterized the sprinkler system.
- **October 20, 2009** – “Coinamatic” upgraded all washing machines and dryers.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

There being no errors and omissions, it was **MOVED, SECONDED, and CARRIED** to adopt the previous meeting minutes of September 8th, 2009, as presented.

4. **GUEST PRESENTATION**

Mr. Scott Posno of SCOTT POSNO DESIGN was invited to the meeting in order to discuss his proposal for the remediation of the Cabana which Council had discussed at the previous Council meeting. Mr. Posno described various details of his proposal and answered questions from the Council. As there are still some issues that have not been priced out, Mr. Posno was asked to have this done and sent to the Council as soon as possible. Mr. Posno was thanked for his presentation and was dismissed from the meeting.

5. **MANAGEMENT REPORT**

- a) **Roof Replacement/Remediation of the Cabana:**
Council discussed the presentation from SCOTT POSNO DESIGN and instructed the Strata Agent on how to proceed as well as to look into the tax credit in order to see if this project could be included for the Owners’ tax credit return.
- b) **Flashing Parkade:**
At the previous Council Meeting, the Strata Agent was advised to follow up with a contractor in regards to the quotation for the flashing in the parkade. The Strata Agent advised Council that this was done and the quotation was indeed correct.
- c) **Painting of the Roof Gables:**
At the previous Council Meeting, the Strata Agent was advised to obtain a quote to have the wood gables painted as an option instead of having the metal flashing installed. The Strata Agent presented this quote to the Council. Council advised the Strata Agent to also obtain a quote to have the entire building painted from the same contractor.
- d) **Garbage Disposal:**
It was noted that the garbage container has been overflowing recently and the Strata Agent provided Council with a quote from Waste Management to replace the existing three (3) yard container with a four (4) yard container. The Council advised the Strata Agent to have this done.
- e) **Balcony Repairs:**
Council received a letter from an Owner noting that their balcony railing was rotting and had become a safety hazard. Council was presented with a verbal quotation to have this done and advised the Strata Agent to proceed with the work.

6. **GARDENING REPORT**

The Gardening Committee presented Council with a list of trees that will need to be trimmed and culled as per letters received from Owners. Council will try to have as many done as possible in regards to following the budget for this year.

Frank Bernstein of the Gardening Committee will also be meeting with the Landscaper in order to discuss various work that Council would like to have done.

7. **BUILDING/GROUNDS REPORT**

It was noted that a few Owners have flower pots on their balcony railings. This is not only a hazard, but is also causing the wood railings to rot. The Strata Agent was advised to issue warning letters to these units.

It was also noted that some Residents have been leaving items in the breeze ways which is against the by-laws. The Strata Agent was advised to issue violation letters to these units as well.

A motion was put forward to create a new rule that **flower pots on the railing must be secured by hooks but not permanently affixed to the rail**. After discussion, it was **MOVED, SECONDED**, and **CARRIED** to adopt this rule.

8. **PUBLIC RELATIONS/ACTIVITIES**

It was noted that there are currently no units for sale in “Shawnoaks”.

9. **NEW BUSINESS**

None.

10. **TREASURER’S REPORT**

Ms. Jane Kim, the Treasurer, presented Council with reports pertaining to the financial statements ending August 31, 2009.

It was noted that the total cash on hand was \$82,376 which included the contingency fund of \$57,685. It was **MOVED, SECONDED, and CARRIED** to approve the financial statements for the period ending August 31, 2009.

The Treasurer had received the financial statements for the period ending September 30, 2009 but as she had not yet received the invoices for this month, it was decided to TABLE approval until next meeting.

11. **INSURANCE**

The Council had received an appraisal from OCEAN PROVINCE APPRAISAL CO. LTD. in the amount of \$11.6M while Rancho Management had obtained a second (2nd) appraisal from NORMAC APPRAISAL in the amount of \$16.8M. The higher appraisal price from NORMAC increased the insurance premium to a level that has not been budgeted for and the Strata Agent was advised to insure the building based on the lower appraisal value in order to keep the budget in line. The Strata Agent was advised to obtain quotes from other insurance companies for the higher appraisal value of \$16.8M and present them to the Council at the next meeting

12. **CORRESPONDENCE**

Owners are encouraged to write Strata Council, via Rancho Management Services, on any Strata related matter (*i.e. suggestions, concerns, etc.*). Correspondence can be placed in the drop box at 5555 Oak Street, sent to Rancho’s office at #701 - 1190 Hornby Street, Vancouver, BC V6Z 2K5, or by fax to 604-684-1956, or by email to melliott@ranchogroup.com.

Correspondences were received from Owners.

- A request to have the balcony railing repaired as it was rotting
- A request to repair a patio fence due to the rotting wood
- A request to have a unit’s hardwood floor investigated

Council instructed the Strata Agent on how to respond.

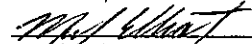
13. **NEXT MEETING**

The next Strata Council Meeting has been scheduled for **November 3, 2009 at 7:00 p.m. in Unit 6 - 5535 Oak Street, Vancouver, BC.**

14. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 9:40 p.m.

Respectfully Submitted,



Michael Elliott, Strata Agent
Rancho Management Services (BC) Ltd.
#701-1190 Hornby Street, Vancouver, B.C. V6Z 2K5
Phone: 604-684-4508 (24-HOUR EMERGENCY SERVICES)
Direct Line: 604-331-4280
Email: melliott@ranchogroup.com

RANCHO'S INTERNET SITE

Rancho's website contains lots of features such as accessing minutes and bylaws online. We invite you to check us out at <http://www.ranchovan.com>. The log in for Shawnoaks is VR855, and the password is shawnoaks5087. Any questions and comments can be forwarded to us by email at: pmgr@ranchogroup.com or by calling us at: (604) 684-4508.