

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

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**MINUTES OF THE STRATA COUNCIL MEETING OF STRATA PLAN VR855, HELD IN THE CABANA AT 5505-5585 OAK STREET, VANCOUVER BC, ON WEDNESDAY, MAY 2<sup>ND</sup>, 2007 AT 6:30 P.M.**

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**IN ATTENDANCE**

Arnold Selwyn – President	Brian Ferris
Jane Kim - Vice President	Yee Pang
Gerry Millett - Secretary	Delton Fallis

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

Gus Ramirez, Property Manager

**REGRETS**

Bill Thompson - Treasurer

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order at 6:30 p.m.

2. **RESIDENT MANAGER'S REPORT**

The Resident Manager, Jean Louis, presented a report pertaining to the status of items that have occurred over the past months. These items included the following:

- Mac's Electric was recently called in to change a ballast in the laundry room at 5575 Oak St.
- Care Pest Control was called in due to some reported mice activity in a couple of the units.
- Pacific West Plumbing & Heating was recently onsite to unblock a toilet drain.
- Due to roof leaks that have occurred during the winter months, there are five (5) ceiling repairs which are required inside certain units. These are being coordinated by the Resident Manager.
- The Resident Manager will coordinate an orientation for showing Council Members how to operate the manual release bar on the parking gates in the event of a power outage. Should a power outage occur during normal sleep times (11 p.m.-7:00 a.m.), those Residents requiring entry, please park on the street for the evening. For those Residents requiring exit, please try contacting Jean Louis first and then one of the backup persons, i.e. a Council Member.
- The Resident Caretaker will be on holidays for May 18<sup>th</sup> – May 25<sup>th</sup>, 2007. In his absence, Sea Point Properties will be doing the relief work.

The Resident Manager was then excused from the meeting.

2. **APPROVAL OF PREVIOUS MEETING MINUTES**

It was **MOVED, SECONDED**, and **CARRIED** to approve the Strata Council Meeting minutes of April 2<sup>nd</sup>, 2007 as distributed.

3. **MANAGEMENT REPORT**

a) **Roof Replacement Project:**

As per discussion at the previous Council Meeting and as per discussion amongst Council via email, RDH Engineering has confirmed that Tek Roofing is willing to hold their price of \$875,400.00 + G.S.T for the roof replacement work until May, 2008. However, they are unable to hold the price on the materials which is estimated to be approximately \$200,000.00. They have estimated an increase of approximately \$7,000.00 in materials if the work was to be completed in early 2008. After discussion, it was **MOVED, SECONDED**, and **CARRIED** to proceed with submitting a letter of intent to Tek Roofing Ltd. for the purpose of having them replace the roof at "Shawnoaks" in May, 2008.

4. **GARDENING REPORT**

There was no gardening report presented at this time.

5. **BUILDING/GROUNDS REPORT**

It was noted that there is a valve that needs to be repaired located above parking stall #86. After discussion, the Strata Council instructed Rancho to have the above noted valve repaired.

6. **PUBLIC RELATIONS/ACTIVITIES**

There was no public relations/activities report.

7. **TREASURER'S REPORT**

In Mr. Thompson's absence, he submitted a written report to the Strata Council pertaining to the financial statements for the period ending March 31<sup>st</sup>, 2007. Mr. Thompson noted that the total cash on hand was \$88,122.00, which included the contingency fund of \$71,151.00. As of tonight's meeting, most Owners are up to date with regards to their Strata fee payments.

8. **CORRESPONDENCE**

Owners are encouraged to write to the Strata Council, via Rancho Management Services, on any strata related matter. Correspondence can be placed in the drop box at 5555 Oak Street, mailed to Rancho's office at #701-1190 Hornby Street, Vancouver, BC, V6Z 2K5, faxed to Rancho's office at 604-684-1956, or e-mailed to gramirez@ranchogroup.com.

8. **CORRESPONDENCE – CONT'D**

The following correspondence was received:

- An Owner requesting that the Strata Council have a crack on the Owner's patio repaired. The Owner also noted that they would like to have a shrub in front one of their windows removed.

After reviewing the correspondence, the Strata Council instructed Rancho on how it wishes to respond.

10. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been tentatively scheduled for Wednesday, May 30<sup>th</sup>, 2007, at 6:30 p.m. in the Cabana at 5505-5585 Oak Street. The Annual General Meeting has been tentatively scheduled for Monday, June 18<sup>th</sup>, 2007 at 7:00 p.m. at the Van Dusen Gardens. Official notice for the Annual General Meeting will be sent to the Owners in accordance with the notice provisions of the *Strata Property Act*.

11. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 7:38 p.m.

Respectfully Submitted,



Gus Ramirez, Property Manager  
Rancho Management Services (BC) Ltd.  
#701-1190 Hornby Street, Vancouver, B.C. V6Z 2K5  
Phone: 604-684-4508 (24-HOUR EMERGENCY SERVICES)  
Direct Line: 604-331-4251  
Email: gramirez@ranchogroup.com

**RANCHO'S INTERNET SITE**

Rancho's website has been updated with lots of new features. We invite you to check us out at <http://www.ranchovan.com>.

Any questions and comments can be forwarded to us by email at: [pmgr@ranchogroup.com](mailto:pmgr@ranchogroup.com), or by calling us at: (604) 684-4508.