

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

**MINUTES OF THE STRATA COUNCIL MEETING OF STRATA PLAN VR855, HELD IN
THE CABANA AT 5505-5585 OAK STREET, VANCOUVER BC, ON WEDNESDAY,
FEBRUARY 7TH, 2007 AT 6:30 P.M.**

IN ATTENDANCE

Arnold Selwyn – President
Gerry Millett - Secretary
Brian Ferris

Jane Kim - Vice President
Bill Thompson - Treasurer
Yee Pang

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

Gus Ramirez, Property Manager

REGRETS

Delton Fallis

1. **CALL TO ORDER**

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

2. **CARETAKER'S REPORT**

As per email discussions amongst the Strata Council, it was confirmed that the Resident Caretaker, Jean Louis, has taken a leave of absence effective January 31st, 2007 and will be returning on March 15th, 2007. During his leave of absence, Sean MacKenrot from Sea Point Property Services will be taking over the relief duties of the Resident Caretaker. At this time, the Strata Council was presented with a schedule of items that will be completed on a weekly basis by the relief manager.

The Resident Caretaker, Jean Louis, drafted the following report pertaining to various activities that took place prior to his departure:

- On December 8th, 2006, the adult oriented sign was installed on Oak Street.
- On December 14th, 2006, the City of Vancouver was onsite to calibrate the water meter.
- On December 14th, 2006, Tree Care Ltd. was onsite to complete the tree pruning work which was approved at the previous Council Meeting.
- On December 19th, 2006, the tractor was sent in for service.
- On January 3rd and January 8th, 2007, Hunter Roofing was onsite to do a temporary repair to the roof above unit #7 at 5525 Oak St. and unit #8 at 5575 Oak St.
- On January 12th, 2007, National Air Technologies was onsite to do their quarterly cleaning of the dryer vents in the common laundry rooms.
- On January 18th, 2007, Hunter Roofing returned to the building to complete the repairs to unit #8 at 5575 Oak St.

2. **CARETAKER'S REPORT – CONT'D**

- On January 18th, 2007, Dickens Chimney Service was onsite to clean the chimney at unit #2 at 5535 St.
- On January 24th, 2007, Hunter Roofing was onsite to complete the repairs to the roof above unit #8 at 5575 Oak St., unit #7 at 5525 Oak St. and unit #7 at 5535 Oak St.
- On January 24th, 2007, all of the parkade ramp walls were cleaned.

3. **APPROVAL OF PREVIOUS MINUTES**

It was noted that the December 6th, 2006 Strata Council Meeting Minutes were not distributed to all Owners. The minutes were, however, posted online.

After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the December 6th, 2006 Strata Council Meeting Minutes as presented. The Strata Council also instructed Rancho to circulate a copy of the December 6th, 2006 meeting minutes along with tonight's meeting minutes.

4. **MANAGEMENT REPORT**

a) **Tree Pruning:**

As per the approval of the Strata Council at the previous Strata Council Meeting, it was confirmed that Tree Care Ltd. has completed the tree pruning work which was approved at the previous Council Meeting.

b) **Roof Replacement:**

Rancho presented an update from RDH Building Engineering pertaining to the status of the specifications for the roof work. Rancho also presented a schedule outlining the preparation of the documents up until the physical work actually starts. It was noted that the specifications will be completed and ready for Council's review on February 23rd, 2007. Thereafter, the work will be tendered on March 1st, 2007 and the summarizing of the bids which will be submitted by the Roofing Contractors will be done on March 30th, 2007. Therefore, it is anticipated that a Special General Meeting will be held with the Owners in mid to late April, 2007 in order to raise funds for completing the work based on the bids which will be submitted by the Roofing Contractors.

5. **GARDENING REPORT**

There was no gardening report presented at this time.

6. **BUILDING/GROUNDS REPORT**

There were no building/grounds report presented at this time.

7. **PUBLIC RELATIONS/ACTIVITIES**

The Public Relations/Activities Committee presented the following report to the Strata Council:

7. **PUBLIC RELATIONS/ACTIVITIES – CONT'D**

The Shawnoaks winter party was held in the Cabana on Sunday, December 17th, 2006. Approximately twenty-two (22) Owners and friends turned up and brought with them a great selection of dishes to sample. The conversation was lively and some new Owners and the regulars passed an enjoyable couple of hours. The President of the Strata Council, Mr. Arnold Selwyn, said a few words wishing everybody a happy holiday and a healthy and prosperous New Year. Strata Council would like to thank Jean Louis for his kindness in setting up the tables and chairs, Barbara Sutherland for help in decorating before the party, and those who helped with clean up afterward. We look forward to our next get-together in the summer.

“The Strata Council was very sorry to hear of the untimely death before Christmas of Ron Crockett, husband of Diane Dominick and the recent passing of Sylvia Stiles. Cards expressing Council’s sympathy and support were delivered to their families.”

Respectfully submitted, Mr. Gerry Millett.

8. **TREASURER’S REPORT**

The Treasurer, Mr. Bill Thompson, presented a report to the Strata Council pertaining to the financial statements for the period ending December 31st, 2006. He noted that the total cash on hand was \$89,241.00 which included the contingency fund balance of \$67,532.00.

9. **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.

The following correspondence was received:

- An Owner bringing forward an incident that occurred with another Owner in the building;
- An Owner bringing forward several building issues for Council’s consideration.

The Strata Council instructed Rancho on how it wishes to respond.

10. **NEW BUSINESS**

a) **Parking Regulations:**

It was noted that the parking regulations along Oak Street have changed and are now effective from 3:00 – 7:00 p.m., i.e. there is no parking permitted between 3:00 – 7:00 p.m. on Oak Street. Please ensure that your visitors are aware of these changes.

11. **NEW BUSINESS – CONT'D**

b) **Common Area Lights:**

A suggestion was made by a Strata Council Member to change the existing lights to compact fluorescent light bulbs. This could result in overall energy savings to the Strata Corporation. After discussion, it was agreed that the bulbs will be changed on an ongoing basis as they burn out to compact fluorescent bulbs. It was also noted that the Resident Caretaker, Jean Louis, has already been undertaking this project.

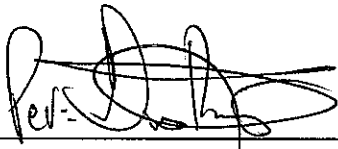
12. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been tentatively scheduled for Wednesday, March 7th, 2007, at 6:30 p.m. in the Cabana at 5505-5585 Oak Street.

13. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 7:45 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

STRATA LICENSING

As you may be aware the Real Estate Act changed so that Strata property management companies and its employees require an additional Strata license, effective January 1, 2006. Please be advised that Rancho was already a licensed property management company and that all of Rancho's Property Managers have received this additional license.

Also, all Stratas will receive their financial statements every month and have attached a copy of the bank statement(s), which is a new requirement of the Real Estate Act.