

**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, DECEMBER 6TH, 2006 AT 6:00 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**

The Resident Caretaker, Jean Louis, presented to the Strata Council a report pertaining to various issues that have arisen over the past month.

- On November 23rd, 2006, Pacific West Plumbing and Heating changed the PRV water valve and also replaced a section of piping at each domestic hot water tank.
- On November 27th, 2006, Latham's was called in to repair a heating problem in Unit #6-5575 Oak Street as the unit did not have enough heat.
- A recent complaint has been received in regards to debris and material being left in one of the breezeways by an Owner.
- The Landscaper, Rick Ravensbergen, have notified the Resident Caretaker about several dog feces that have been found throughout the lawns.
- The Christmas lights have been placed around the cabana.
- Tree Care Ltd. has recently been on site to conduct a review in order to provide the Strata Corporation with a proposal for removing several of the dead branches that fell during the recent snow fall.
- A sign indicating that Shawnoaks is an adult oriented complex has been ordered from Sandbox Signs. It is anticipated that the sign will arrive within a few days.

The Resident Caretaker was then excused from the remainder of the meeting.

3. **APPROVAL OF PREVIOUS MINUTES**

The Strata Council reviewed the November 1st, 2006 Strata Council Meeting Minutes.

After discussion, it was **MOVED, SECONDED**, and **CARRIED** to approve the November 1st, 2006 Strata Council Meeting Minutes as amended and presented.

4. **MANAGEMENT REPORT**

a) **Pressure Reducing Valve:**

As per the Resident Caretaker's report, it was confirmed that Pacific West Plumbing and Heating has recently replaced the pressure reducing valve at Shawnoaks. This has improved the water pressure inside the units.

b) **Horizontal and Vertical Drain Line Cleaning:**

Rancho informed the Strata Council that Rancho is still awaiting a second price quotation from Roto Rooter for having the horizontal and vertical drain lines cleaned. Once the quote is obtained it will be presented to the Strata Council for consideration.

c) **Tree Pruning:**

As discussed earlier on in tonight's meeting, Rancho presented two (2) price quotations from Tree Care Ltd. for having the following work done:

- Clearance of branches at Unit #8-5555 and Unit #5-5565 Oak Street (plus GST).
- For removal of two (2) large sweet gum trees overhanging the cabana which were damaged by the recent snow fall, removal of leaning poplar trees in the lane, removal of limbs touching Unit #1-5525 Oak Street, cleaning up all fallen branches from trees around the complex. Total is \$1,800.00 (plus GST).

After reviewing the price quotations, it was **MOVED, SECONDED**, and **CARRIED** to proceed with the above noted work on the provisions that in lieu of moving the two (2) large sweet gum trees, that Tree Care Ltd. provide additional tree trimming throughout the complex where necessary.

d) **Reimbursement for Unit #6-5535 Oak Street:**

The Owners of the above noted Unit presented an invoice from Innovative Restorations for repairing the damaged drywall and flooring that occurred due to a pipe leak that occurred in the Unit several months ago. The total invoice was for \$450.97. After discussion, it was **MOVED, SECONDED**, and **CARRIED** to proceed with reimbursing the Owners for the above noted costs.

4. **MANAGEMENT REPORT – CONT'D**

e) **Roof Replacement:**

As per discussions at the last Council Meeting and as per discussion via email, it was confirmed that RDH Engineering has been given the approval to proceed with preparing the specifications for the roof replacement work. It is anticipated that the specifications will be submitted by mid January 2007. Once the specifications are received, a Council Meeting will be scheduled and the Council will review the specifications.

5. **GARDENING REPORT**

There was no Gardening Report presented at this time.

6. **PUBLIC RELATIONS/ACTIVITIES**

This is a reminder that the Shawnoaks winter party will take place in the cabana on Sunday, December 17th, 2006 from 5:00 p.m. to 7:00 p.m. All Residents are encouraged to drop by even if it is for a short visit to enjoy the company of your friends and neighbours. Bring your favourite finger food and your chosen beverage.

Further reminders encouraging you to participate will be posted in the breezeway as the date approaches.

The Strata Council would also like to encourage the new Owners of Unit#7-5565 Oak Street to attend the next Strata Council Meeting to introduce themselves to the Strata Council.

7. **TREASURER'S REPORT**

The Treasurer, Mr. Bill Thompson, provided the Strata Council with a report pertaining to the financial statements for the period ending October 31st, 2006. It was noted that as of October 31st, 2006, the total cash on hand was \$82,941.00, which included the contingency reserve fund of \$65,331.00.

After discussion, it was **MOVED**, **SECONDED**, and **CARRIED** to approve the financial statements for the period ending October 31st, 2006 as presented.

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 submitting a noise complaint to the Strata Council;
- An Owner submitting a complaint with regards to the debris and the construction material that has been left in the breezeways by another Resident.

After discussion, Strata Council instructed Rancho on how it wishes to respond.

9. **NEW BUSINESS**

a) **Seasons Greetings:**

The Strata Council would like to wish all Owners and Residents of Shawnoaks a Happy Hanukah, a Merry Christmas, and a Happy and Safe New Year. The Council would also like to wish everyone a safe holiday season.

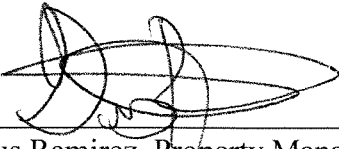
10. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been tentatively scheduled for Wednesday, February 7th, 2007, at 6:30 p.m. in the Cabana at 5505-5585 Oak Street. The meeting will be re-scheduled to an earlier date if the roof specifications are received prior to the February 7th, 2007 Strata Council Meeting.

11. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 7:25 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

HOLIDAY GREETINGS

At this time, Rancho Management Services would like to wish everyone the best of the Holiday Season!

Please note that during the Xmas Holidays and the New Year period any emergency situations can be handled by contacting Rancho's 24 hour emergency number.

RANCHO'S XMAS HOURS

FRIDAY, DECEMBER 15	CLOSED AT 1:00 PM
FRIDAY, DECEMBER 22	CLOSED AT 3:00 PM
MONDAY, DECEMBER 25	CLOSED
TUESDAY, DECEMBER 26	CLOSED
FRIDAY, DECEMBER 29	CLOSED AT 3:00 PM
MONDAY, JANUARY 1	CLOSED