

**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, NOVEMBER 1ST, 2006 AT 6:00 P.M.

IN ATTENDANCE

Arnold Selwyn – President
Gerry Millett - Secretary
Delton Fallis

Jane Kim - Vice President
Bill Thompson - Treasurer
Yee Pang

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

Gus Ramirez, Property Manager

REGRETS

Brian Ferris

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order at 6:00 p.m.

2. **ROOF REPLACEMENT/GUEST PRESENTATION**

Mr. Mark Will of RDH Engineering discussed the proposal that was presented at the previous Strata Council Meeting. The cost for compiling new specifications and for overseeing the project is approximately \$34,000.00. Mr. Mark Will also presented to Council samples of other specifications that RDH Engineering have compiled for other roof replacement projects with similar types of roofs. After further discussion, Mr. Mark Will was thanked by the Strata Council for his presentation and was excused from the Meeting.

Rancho then presented a proposal from Morrison Hearshfield for compiling new specifications and for overseeing the project for approximately \$52,500.00. After further discussion, it was **MOVED, SECONDED**, and **CARRIED** to have RDH Engineering Ltd. draft the specification documents for the roof replacement work, subject to the Strata Council receiving a list of references and a list of potential Roofing Contractors that RDH would ask to bid on the work. Once the specifications are drafted, they will be presented to the Strata Council for approval.

3. **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 October 12th, 2006, Hunter Roofing was called in to inspect a dripping noise inside Unit#7-5525 Oak Street. It was determined that the dripping noise was a result of water dripping onto an exterior flashing portion of the roof. Therefore, no repairs are required.
- On October 12th, 2006, Pacific West Plumbing and Heating unplugged a floor drain in the laundry room at 5525 Oak Street.
- On October 20th, 2006, due to a wind storm, one of the poplar trees was cut down.
- On October 24th, 2006, the Resident Caretaker was called into Unit#3-5515 Oak Street to inspect some damage on the floor which appeared to have occurred some time ago. As such, Pacific West Plumbing and Heating will be called in to further investigate the issue to ensure that the problem has been fully resolved. Thereafter, the necessary repairs can be completed.

The Strata Council requested that the Resident Manager remove the Christmas lights from one of the trees as the lights have been chewed up by squirrels. The Strata Council further instructed the Resident Caretaker to ensure that all of the lights around the cabana are working for the Christmas season.

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

4. **APPROVAL OF PREVIOUS MINUTES**

The Strata Council reviewed the October 4th, 2006 Strata Council Meeting Minutes.

After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the October 4th, 2006 Strata Council Meeting Minutes as amended and presented.

5. **MANAGEMENT REPORT**

a) **Pressure Reducing Valves:**

As per discussion at the previous Council Meeting, Rancho informed the Strata Council that Pacific West Plumbing and Heating will be replacing the pressure reducing valve at Shawnoaks during the week of November 6th, 2006.

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

As per discussion at the previous Council Meeting, Rancho presented a second price quotation from Roto-Rooter in the amount of \$3,853.00 for cleaning the horizontal drain lines in the underground parkade. Due to the fact that the price quotation was incomplete it was decided to **TABLE** this item for discussion at the next Strata Council Meeting at which time Roto-Rooter will have submitted their portion of the price quote for having all of the vertical drain lines cleaned within the units.

5. **MANAGEMENT REPORT – CONT'D**

c) **Tree Pruning:**

As per discussion at the previous Council Meeting, Rancho informed the Strata Council that Tree Care Ltd. will be submitting a price quotation for having various trees throughout the property trimmed. The price quotation will be submitted to the Strata Council via email for consideration and approval.

d) **Restoration Work at Unit#2-5565 Oak Street:**

As per discussion at the previous Council Meeting, Rancho presented a price quotation from Easy Care Restoration Ltd. in the amount of \$1,537.00 (including tax) for carrying out the restoration work in Unit #2-5565 Oak Street due to a roof leak that occurred several months ago. After discussion, it was noted that the Owner of the above Unit has requested to **TABLE** this work until Spring 2007.

6. **GARDENING REPORT**

There was no Gardening Report presented at this time.

It was noted that the Landscaper, Rick Ravensbergen has done a great job in removing the leaves that have fallen off the trees throughout the property.

7. **BUILDING/GROUNDS COMMITTEE REPORT**

There was no Building/Grounds Committee Report presented at this time.

8. **PUBLIC RELATIONS/ACTIVITIES**

Mr. Gerry Millett informed the Strata Council that this year's winter potluck party will be on Sunday, December 17th, 2006 from 5:00 p.m. to 7:00 p.m. Official notices of the event will be posted closer to the date.

The Strata Council would also like to welcome the following new Owners to Shawnoaks:

Jocelyn Baverel	Unit#2-5535 Oak Street
Lanie Fajardo	Unit #3-5515 Oak Street

9. **TREASURER'S REPORT**

The Treasurer, Mr. Bill Thompson, provided the Strata Council with a report pertaining to the financial statements for the period ending September 30th, 2006. It was noted that as of September 30th, 2006, the total cash on hand was \$80,156.00, which included the contingency reserve fund of \$63,963.00.

After discussion, it was **MOVED, SECONDED**, and **CARRIED** to approve the financial statements of September 30th, 2006.

10. **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 requesting to have some water damage repaired in their unit.

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

11. **NEW BUSINESS**

a) **Guest Presentations:**

Two Owners attended tonight's meeting in order to inquire about various issues throughout the complex.

After discussion, the Strata Council thanked the Owners for attending and excused them from the Meeting.

12. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for Wednesday, December 6th, 2006, 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

HOLIDAY GREETINGS

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

Please note that during the Holidays and the New Year period any emergency situations can be handled by contacting Rancho.

RANCHO'S 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