

**SHAWN OAKS
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,
OCTOBER 4TH, 2006, AT 6:30 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 6:30 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 September 12th, 2006, Care Pest Control removed the wasp nests from Unit #2-5525 Oak Street.
- On September 20th, 2006, Care Pest Control removed three (3) wasp nests at Unit #8-5555, Unit #6-5525, and Unit #6-5515 Oak Street.
- On September 21st, 2006, Hunter Roofing repaired the roof at Unit #6-5505 Oak Street.
- On September 27th, 2006, Mac's Electric replaced a valve on one of the roof lights at 5565 Oak Street.
- On September 29th, 2006, A-Pro Locksmith changed the doorknob at 5575 laundry due to a break-in that occurred.
- On October 2nd, 2006, a break-in occurred at the laundry at 5575 Oak Street and the doorknob was again replaced.
- On October 3rd, 2006, RDH Engineering Ltd. was on site to inspect the roofs as instructed to do so by Rancho.
- Care Pest Control returned to inspect the wasp infestation at #6-5515 Oak Street. They will return to do a final spraying of the unit.
- City irrigation has winterized the irrigation system for the winter.
- The pool has been shut down for the winter season.

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

3. **APPROVAL OF PREVIOUS MINUTES**

The Strata Council reviewed the September 6th, 2006 Strata Council Meeting minutes. After reviewing, it was noted that item #7, Unit #5 at 5565 Oak Street should be replaced with Unit #2 at 5535 Oak Street. After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the September 6th, 2006 Strata Council Meeting minutes as amended and presented.

4. **MANAGEMENT REPORT**

a) **Roof Replacement Project:**

As per discussions at the previous Council Meeting, Rancho informed the Strata Council that inquiries with two (2) roofing consultants, Weather Proofing Ltd. and RDH Engineering Ltd., have been made about the possibility of reviewing the specifications for the roof replacement work which were originally put together by Inter-Provincial Roofing Consultants. Weather Proofing Ltd. has advised that they are able to work with Inter-Provincial's specifications and would look at re-tendering the roofing project in February of 2007. RDH Engineering Ltd. has advised that they cannot use Inter-Provincial's specifications as, in their opinion, their specifications are too vague. RDH would require more detailed specifications which they would put together. Rancho also presented a proposal from RDH for the fees affiliated with having RDH provide specifications and overseeing the overall roofing project. The budget price for putting together new specifications and for overseeing the project assuming that the project would take approximately four (4) months to complete is approximately \$34,000.00.

After a lengthy discussion, the Strata Council instructed Rancho to obtain a price quotation from a third roofing consultant and to invite RDH Building Engineering Ltd. to the next Strata Council Meeting so that the Strata Council can interview and have RDH answer any questions the Council may have.

b) **Pressure Reducing Valve:**

As per discussions at the previous Council Meeting, Rancho informed the Strata Council that Pacific West Plumbing & Heating will be replacing the pressure reducing valve at Shawnoaks within the next week or so. The price to do so is approximately \$2,600.00.

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

As per instructions given at the previous Council Meeting, Rancho presented a price quotation from Pacific West Plumbing & Heating for cleaning the horizontal and vertical lines in the underground parkade and all of the vertical drain lines within the units. The price quotation to do all of the above noted work is \$7,670.00 plus GST. After further discussion, the Strata Council instructed Rancho to obtain a set of price quotations from Roto-Rooter Plumbing Ltd.

5. **GARDENING REPORT**

There was no Gardening Report presented at this time.

6. **BUILDING/GROUNDS COMMITTEE REPORT**

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

7. **PUBLIC RELATIONS/ACTIVITIES**

There was no Public Relations/Activities Report presented at this time.

8. **TREASURER'S REPORT**

The Treasurer, Mr. Bill Thompson, provided the Strata Council with a new report pertaining to the financial statements for the period ending August 31st, 2006. It was noted that on August 31st, 2006, the total cash on hand was \$76,090.00 which included a contingency reserve fund of \$62,869.00.

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 requesting some landscaping work to be done in front of the Owner's suite.
- An Owner inquiring about various items within the Owner's suite.

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

10. **NEW BUSINESS**

a) **Carpet Cleaning:**

A suggestion was made to have all of the breezeway carpets cleaned. After discussion, it was decided to **TABLE** this item until the spring of 2007.

b) **Signage at Front Entrance:**

A suggestion was made by a Strata Council Member to place a sign at the front entrance of the complex which states that Shawnoaks is an adult-oriented complex and that no pets are permitted. After discussion, the Strata Council instructed Rancho to have the above sign installed.

11. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for Wednesday, November 1st, 2006, at 6:30 p.m. in the Cabana at 5505-5585 Oak Street.

12. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 7:36 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

SECURITY

For the security of everyone, residents are reminded to **NOT** let strangers into the building. This helps to prevent vandalism and helps keep the building security at its highest level.