

**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, JULY 5TH, 2006 AT 6:30 P.M.

IN ATTENDANCE

Arnold Selwyn – President
Gerry Millett - Secretary
Bill Thompson - Treasurer

Jane Kim - Vice President
Delton Fallis
Yee Pang

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

Gus Ramirez, Property Manager

REGRETS:

Brian Ferris

1. ELECTION OF OFFICERS

Rancho informed the Strata Council that the first order of business was the election of the President, Vice-President, Treasurer, and Secretary. The floor was then opened for nominations and the following members were nominated:

Arnold Selwyn – President
Jane Kim – Vice President
Bill Thompson – Treasurer
Gerry Millett – Secretary

Thereafter, it was **MOVED, SECONDED, and CARRIED** to declare the nominated officers duly elected by acclamation.

2. CALL TO ORDER

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

3. CARETAKER'S REPORT

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

- On June 10th, 2006, a heating pump was repaired at 5515 Oak Street which resulted in a temporary shutdown of the heating system for the complex.
- On June 22nd, 2006, Pacific West Plumbing and Heating was called to unclog a drain in the bathroom at Unit 1-5515 Oak Street.
- On July 1st, 2006, the entrance garage door malfunctioned as debris and leaves were blocking the sensor. As such, the sensor was cleaned which rectified the problem. Furthermore, the two garage doors were recently serviced as a preventative maintenance measure.

3. **CARETAKER'S REPORT – CONT'D**

- The Resident Manager is in the process of coordinating and scheduling the annual fire equipment testing which is done once per year.

Jean Louis was then excused from the meeting.

4. **APPROVAL OF PREVIOUS MINUTES**

Rancho presented to Council the June 5th, 2006 Strata Council Meeting minutes for Council's review.

After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the Strata Council Meeting minutes of June 5th, 2006, as amended and presented.

5. **MANAGEMENT REPORT**

a) **Roof Replacement Project:**

Rancho presented the Strata Council with the summary from Inter-Provincial Roof Consultants Ltd. with regards to the bids that have been submitted for the roof replacement project. The lowest of the bids that were submitted is for \$709,000.00 (plus GST). Further, the Strata Council has approached Hunter Roofing, one of the contractors that was not invited to submit a bid by Inter-Provincial. In turn, Hunter Roofing has submitted a price quotation in the amount of \$565,000.00 (plus GST) based on the specifications and scope of work that were drafted by Inter-Provincial Roof Consultants Ltd. The Strata Council is in the process of obtaining price quotations from other roofing contractors. It is anticipated that all price quotations that the Strata Council are pursuing will be submitted within a week's time. Thereafter, the Strata Council will have a meeting and will decide on how to proceed with this matter.

6. **GARDENING REPORT**

The Gardening Committee presented a written report to the Strata Council.

"As you look around our grounds, you will notice the annual plantings that Barbara, Arnold, and Nassa planted. There are impatiens and ageratums in the front oval, as well as zinnia and cosmos to augment the perennials in the pool area. We may purchase another flat to plant around some of the large tree areas to brighten up the grounds.

We had a big irrigation problem. Our plants were not being watered well. The workers from City Irrigation Ltd. came to assess the situation and discovered that our system was turned off. As well, there were holes in our irrigation pipes and sprinkler heads that needed changing and redirecting. The system is now working regularly on our flower plant areas and twice a week on lawn areas.

6. **GARDENING REPORT – CONT'D**

If Residents notice a particular area not receiving water, please let the committee know so that we can inform the workers to correct the problem.

Our gardener Rick Ravensbergen has done a major pruning of our hedge bordering Oak Street as well as keeping up with the pruning of our hedges on the property. It is hard work particularly when he uncovers wasps' and hornets' nests. Residents are encouraged to inform our Resident Manager whenever they notice these nests. Exterminators will then be called and our gardener will have a safer work environment.

Again, we ask that Residents putting deposits into the compost bins to please cover them with grass cuttings that are in the garbage bin beside the composting bins. This action stops the unpleasant attack of bugs as the lids are lifted for the next deposit. Thank you.

*Respectfully Submitted,
Nassa Selwyn
Gardening Committee Member."*

7. **BUILDING/GROUNDS COMMITTEE REPORT**

Brian Ferris was nominated to serve on the Building/Grounds Committee for the ensuing year.

8. **PUBLIC RELATIONS/ACTIVITIES**

Gerry Millett volunteered to serve in the Public Relations/Activities Committee. He then informed the Strata Council that the summer potluck party will be held on July 30th, 2006. Notices informing Residents of the event will be posted throughout the complex as the event date is nearing.

9. **TREASURER'S REPORT**

The Treasurer, Mr. Bill Thompson, provided the Strata Council with the financial report for the fiscal period ending May 31st, 2006. He noted that the total cash on hand as of May 31st, 2006 was \$99,799.00 which included a contingency fund of \$75,483.00.

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.

10. **CORRESPONDENCE – CONT'D**

The following correspondence was received:

- An Owner requesting to have some landscaping items near the Owner's unit attended to.
- An Owner bringing up to Council's attention several issues pertaining to the Owner's unit.

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

11. **NEW BUSINESS**

a) **Window Cleaning:**

A suggestion was made by Strata Council to have the Resident Caretaker clean all the upstairs windows in the breezeways. After discussion, the Strata Council instructed Rancho to have the Resident Caretaker carry out the above.

12. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for Wednesday, August 2nd, 2006 at 6:30 p.m. in the Cabana at 5505-5585 Oak Street, Vancouver, BC.

13. **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 contains lots of features such as accessing minutes and bylaws online. We invite you to check us out at **<http://www.ranchovan.com>**. The log in for VR855, and the password is shawnoaks

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