

**SHAWNOAKS  
STRATA CORPORATION VR855  
5505 - 5585 Oak Street, Vancouver, B.C.**

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**MINUTES OF THE STRATA COUNCIL MEETING OF STRATA PLAN VR855, HELD IN THE CABANA AT 5505-5585 OAK STREET, VANCOUVER BC, ON MONDAY, JUNE 5<sup>th</sup>, 2006 AT 6:30 P.M.**

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**IN ATTENDANCE**

Jane Kim - Vice President  
Gerry Millett - Secretary  
Bill Thompson - Treasurer  
Brian Ferris

Yee Pang  
Delton Fallis  
Oscar Dirnfeld – Alternate

**Representing Rancho Management Services (B.C.) Ltd.:**  
Gus Ramirez, Property Manager

**REGRETS**

Arnold Selwyn - President

**1. CALL TO ORDER**

There being a quorum, the meeting was officially called to order at 6:30 p.m. by the Strata Council Vice President, Ms. Jane Kim, who then proceeded to chair the Strata Council Meeting.

**2. 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 May 7<sup>th</sup>, 2006, a kitchen sink was clogged, resulting in a substantial water damage in Unit #1-5565 Oak Street. A report pertaining to this matter will be presented later in tonight's meeting.
- On May 10<sup>th</sup>, 2006, a repair was conducted in a bedroom ceiling at Unit #3-5515 Oak Street which resulted from a roof leak during the winter season.
- On May 15<sup>th</sup>, 2006, Latham's was on site to repair a heating pump in the underground parkade.
- On May 25<sup>th</sup>, 2006, Pacific West Plumbing and Heating was called in to unclog a kitchen drain line by the parkade at 5585 Oak Street.
- Unit #5-5515 Oak Street had a roof leak several months ago and as a result the bathroom ceiling has since been repaired.
- On June 5<sup>th</sup>, 2006, Latham's was called to repair a mechanical component on the heating system compressor.

**3. APPROVAL OF PREVIOUS MINUTES**

Rancho presented to Council the May 3<sup>rd</sup>, 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 May 3<sup>rd</sup>, 2006, as amended and presented.

4. **MANAGEMENT REPORT**

a) **Roof Replacement Project:**

The Strata Council was informed that the Roof Replacement project Committee has recently met and has reviewed the specifications which were prepared by Inter-Provincial Roofing Consultants Ltd. On May 26<sup>th</sup>, 2006, Inter-Provincial had a site meeting with the roofing contractors who were asked to submit tenders for the re-roofing project. Six contractors were invited to submit a bid for the re-roofing work. All six contractors attended the site meeting which took place on May 26<sup>th</sup>, 2006.

The Committee has thoroughly reviewed the specifications put together by Inter-Provincial Roofing Consultants Ltd. and has requested that there be several addenda to the specifications, which will be submitted as separate prices by the roofing contractors. It is anticipated that the price quotations for the re-roofing work will be submitted prior to the Annual General Meeting for review with the Owners at that meeting. Therefore, Strata Council will at least have the price quotations for review at the Annual General Meeting with the Owners.

b) **Skunk Issue:**

The Strata Council was informed that Triple A Wildlife Control has recently completed the skunk remedial work at Unit #2-5545 Oak Street. However, it was noted that the mesh that was added to screen off the area was not long enough. Therefore, Triple A Wildlife Control has been asked to extend the mesh along the patio area at Unit #2-5545 Oak Street.

c) **Water Damage:**

As discussed earlier on in tonight's meeting, there was a recent kitchen sink back-up at Unit #1-5565 Oak Street. This caused substantial water damage. Approximately \$6,000.00 worth of water damages resulted, including the restoration cost that was incurred on an emergency basis. Therefore, an insurance claim has been filed to the Strata Corporation's insurance company as the deductible for such a loss is \$2,500.00.

5. **GARDENING REPORT**

There was no gardening report presented at this time.

6. **BUILDING/GROUNDS COMMITTEE REPORT**

There was no building/grounds activities report presented at this time.

7. **PUBLIC RELATIONS/ACTIVITIES**

The Public Relations/Activities Committee presented a written report to the Strata Council which outlined the following:

“The Shawnoaks Annual Garden Party will be held this year on Sunday, July 30<sup>th</sup>, 2006, starting around 5:30 p.m. We hope to see all the regulars and the newcomers turning out to enjoy the company of friends and neighbours, and to share an excellent potluck supper. Any new ideas are most welcome. Call Gerry at (604) 264-9890. Further information will be posted in the breezeways and on the

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

Cabana door closer to the event.

Respectfully submitted,

Gerry Millett  
Public Relations/Activities Committee”

8. **TREASURER'S REPORT**

Mr. Bill Thompson provided the Strata Council with the financial report for the fiscal period ending April 30<sup>th</sup>, 2006. He noted that the total cash on hand as of April 30<sup>th</sup>, 2006 was \$92,292.00 which included the contingency fund balance of \$74,572.00.

9. **NEW BUSINESS**

a) **Roofing Committee:**

The Strata Council would like to express their appreciation to the Roofing Committee for all their hardwork in reviewing the specifications that were submitted by Inter-Provincial Roofing Ltd. and for providing recommendations for improving the overall specifications.

b) **Lights in the Cabana:**

Owners who use the Cabana are reminded to shut off all lights and lock up when they are leaving if there is no one else using the facility.

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.

11. **NEXT MEETING**

The next meeting will be the Annual General Meeting and has been scheduled for Tuesday, June 20<sup>th</sup>, 2006 at 7:00 p.m. in the Van Dusen Botanical Garden. Official notice of the meeting was recently sent to all Owners in compliance with the notice provisions of the *Strata Property Act*.

12. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 7:30 p.m.

Respectfully Submitted,

per: 

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](mailto: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](mailto:pmgr@ranchogroup.com) or by calling us at: (604) 684-4508.