

**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 THURSDAY, MARCH 2nd, 2006 AT 6:30 P.M.

IN ATTENDANCE

Arnold Selwyn - President
Jane Kim - Vice President
Gerry Millett - Secretary
Brian Ferris

Delton Fallis
Yee Pang
Oscar Dirnfeld - Alternate

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

REGRETS

Bill Thompson - Treasurer

1. CALL TO ORDER

There being a quorum, the meeting was officially called to order at 6:30 p.m. by Strata Council President Mr. Arnold Selwyn. Mr. Selwyn 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 two months.

- On February 7th, 2006, the City of Vancouver trimmed one of the trees near the main entrance due to a broken branch. This was done at the expense of the City of Vancouver.
- On February 12th, 2006, Pacific West Plumbing and Heating was on site to unclog a kitchen sink at Unit #3 and #7-5545 Oak Street.
- On February 13th, 2006, Max Electric was on site to replace all of the ground electrical plugs in the breezeways as most of them were defective.
- On February 18th, 2006, Pacific West Plumbing and Heating was on site to unclog a toilet drain at Unit #1-5515 Oak Street.
- On February 20th, 2006, Pacific West Plumbing and Heating was on site to replace an elbow section of a pipe on a main drain at 5565 Oak Street.
- On February 28th, 2006, Pacific West Plumbing and Heating was called in an attempt to resolve a water problem at Unit #7-5535 Oak Street. After a thorough investigation, it was discovered that the water problem is the result of loose tiles within the bathtub area. Therefore, this would be the responsibility of the Owner of the strata lot to repair.
- From April 18th to May 2nd, 2006, the Resident Manager will be on vacation. Relief caretaker services will be coordinated based on a four-hour basis including the Resident Caretaker's holiday.

After discussion, the Resident Caretaker left for the remainder of the meeting.

3. **APPROVAL OF PREVIOUS MINUTES**

Rancho presented to Council the February 2nd, 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 February 2nd, 2006, as amended and presented.

4. **MANAGEMENT REPORT**

a) **Roof Replacement:**

As per discussion at the previous Strata Council Meeting, Rancho presented a proposed budget for the roof replacement project. After reviewing the budget, it was decided to spread the roof replacement project work over a period of two years. It was further decided that the Strata Corporation will hold a Special General Meeting on Thursday, April 6th, 2006 in order to have the Owners consider approving the roof replacement project over a two year period and to approve funding for the project. It is estimated that the first year of the roof replacement project will require approximately \$256,000.00 of funding in order to proceed with the replacement of the roof on three of the five buildings. Official notice of the Special General Meeting will be sent to all Owners in accordance with the notice provisions of the *Strata Property Act*.

b) **General Cleaning:**

As per discussion at the previous Council Meeting, the Strata Council was presented with two price quotations for cleaning the vertical and horizontal drains for the kitchen and the bathroom sinks via the parkade. The prices range from \$3,000.00 to \$3,900.00 (plus GST). After discussion, it was decided that this item will be incorporated into the operating budget for next year.

c) **Tree Control:**

Rancho informed the Strata Council that Tree Care Ltd. has removed the dead hemlock tree and has trimmed the tree that was overhanging the building at 5585 Oak Street.

5. **GARDENING REPORT**

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

"Shawnoaks Gardening Report March 2006

Our gardens have been well maintained over the winter by Rick Ravensbergen. He has pruned many dead branches and shrubs out as well as eliminated a dead tree on Oak Street.

Our winter pansies did not do well this year. It is hard to know if it was due to too much rain and not enough cold weather at the time of their planting. In any event, it was decided to purchase heather plants for our front oval. We were able to get eighteen one-gallon plants at \$3.99 each. Rick planted them just before the cold snap but they still look good so hopefully they will survive and give us beautiful colour for many years to come.

It is exciting to see our shrubs starting to get their spring colours along with our beautiful daffodils in front. Remember to glance into the pool

5. **GARDENING REPORT – CONT'D**

area to look at the plantings in the rectangle garden. Tulips and irises are starting up and the spring shrubs will be in bloom very soon.

All suggestions are welcome concerning summer annual plantings particularly for the east side of the cabana, the front oval and behind the cabana. I have some hydrangea cuttings rooting that may look good in the front oval. Any other thoughts are welcome.

Respectfully submitted,
Nassa Selwyn
Gardening Committee Member”

6. **BUILDING/GROUNDS COMMITTEE REPORT**

There were no building/ground activities to report at this time.

7. **PUBLIC RELATIONS/ACTIVITIES**

There were no public relations/activities presented at this time.

8. **TREASURER'S REPORT**

As the Treasurer, Mr. Bill Thompson, was absent from tonight's meeting, he submitted a written report pertaining to the financial statements for the period ending January 31st, 2006.

“The aggregate total of our bank accounts was \$73,621.00, including \$66,438.00 set aside as contingency funds.

When the insurance premium of \$17,285.00 was due on our complex last August, this amount was paid through our contingency fund as an interval 'loan'. To date, \$12,000.00 has been repaid to contingency, with the balance of \$5,285.00 to be retired before our fiscal year end of April 30th, 2006.”

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 that the Strata Council should authorize the replacement of the pressure reducing valve is experiencing a loss of water pressure within her unit.

After discussion, Strata Council instructed Rancho on how they wish to respond.

10. **NEW BUSINESS / BUSINESS ARISING FROM PREVIOUS MINUTES**

a) **Usage of Garburators:**

The Strata Council expressed several concerns with regard to drain blockage issue which have occurred as a result of the improper use of the garburators which are installed in certain Strata units. To this end, the Strata Council would like to remind all Owners that they should be using their garburator sparingly (i.e., only when needed) and when using it, please be reminded that you must run water down the garburator before and after you use it.

11. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for **Wednesday, April 5th, 2006**, at 6:30 p.m. in the Cabana at 5505-5585 Oak Street, Vancouver, BC. Thereafter, the next meeting will be a Special General Meeting which has been scheduled for Thursday, April 6th, 2006 at 7:00 p.m. in the Van Dussen Garden Centre. Official notice of this meeting will be sent in accordance with the notice provision 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 7:40 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

COMMUNICATION WITH STRATA COUNCIL

Strata Council welcomes the opportunity to serve you by keeping the lines of communication open at all times. Owners are therefore invited to write the Strata Council, via Rancho Management Services at 701-1190 Hornby Street, Vancouver, BC, V6Z 2K5, on any Strata Corporation matter. Correspondence received will be presented and reviewed by Strata Council. In the event Rancho can answer your questions about standard Strata Corporation-related matters, please call us at 604 684-4508.