

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

IN ATTENDANCE

Arnold Selwyn
Jane Kim
Bill Thompson
Brian Ferris

Delton Fallis
Yee Pang
Gerry Millett
Oscar Dirnfeld, Alternate

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

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 his report pertaining to various issues that have risen over the past two months.

- On December 17th, 2005, a hot water pump in the boiler room was repaired by Pacific West Plumbing & Heating Ltd.
- On December 20th, 2005, Pacific West Plumbing & Heating Ltd. unplugged a drain at #2-5565 Oak Street.
- On December 23rd, 2005, Roto Rooter unplugged a sink drain at #1-5545 Oak Street.
- On December 24th, 2005, Hillcrest Plumbing & Heating unplugged a drain at #1-5555 Oak Street and at #3-5545 Oak Street. The incident at Unit #3-5545 Oak Street caused some minor water damage in the above noted unit. This item will be discussed further on in tonight's meeting.
- On January 16th, 2006, there was a roof leak #6-5505 Oak Street which was repaired by Hanson's Roofing.
- On January 20th, 2006, several exit lights were replaced by Firetronic due to the fact that they were defective.
- On January 23rd, 2006, Pacific West Plumbing & Heating Ltd. repaired a hot water pipe.
- On January 23rd, 2006, the exit and entrance through to the ramps and walls were power-washed.
- On January 31st, 2006, a permanent repair due to the above noted pipe leaks was conducted by Pacific West Plumbing & Heating Ltd.

After discussion, the Strata Council instructed the Resident Caretaker to complete the following items:

- To obtain a price quotation for having all of the drain lines, both horizontal and vertical, cleaned.
- To have all of the leaves from the roof of the Cabana removed.

After further discussion, the Resident Caretaker was dismissed from the meeting.

3. **APPROVAL OF PREVIOUS MINUTES**

Rancho presented to Council the December 7th, 2005, Strata Council Meeting minutes for Council's review.

One typed error was noted under Caretaker's Report. The first point item should read 5575 Oak Street instead of 5557 Oak Street.

After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the Strata Council Meeting minutes of December 7th, 2005, as amended and presented.

4. **MANAGEMENT REPORT**

a) **Roof Replacement:**

As per instruction given at the previous Strata Council Meeting, Rancho presented to the Strata Council a breakdown of the roof replacement quote in accordance with the priority list, which was which was presented at the previous Strata Council Meeting. The breakdown of the price is as follows:

- To replace the roof in the Cabana \$11,765.00
- To replace the roof at 5545-5565 \$118,229.00
- To replace the roof at 5525-5535 \$80,586.00
- To replace the roof at 5575-5585 Oak Street \$87,092.00
- To replace the roof at 5505-5515 \$92,526.00

Rancho also presented a proposal for carrying out a slope installation procedure, whereby the roofs would be sloped towards the drains on the roofs. The cost for having this procedure completed would be an additional \$350,000.00. After further discussion, it was decided to call a Special General Meeting during the third week of March 2006 in order to discuss the roof assessment report with the Owners and in order to obtain funding to complete the roof replacement project. As such, Strata Council instructed Rancho to inquire about the availability of a venue for the Special General Meeting. Once the availability is confirmed, official notice of the Special General Meeting will be sent to all Owners in accordance with the Owners' provisions of the *Strata Property Act*.

b) **Water Damage:**

As discussed earlier, Rancho presented the repair estimate for Unit #3-5545 Oak Street as a result of a plugged drain incident that occurred in January 2006. The cost for carrying out minor drywall and flooring repairs is \$454.75 as quoted by Easy Care Restoration Ltd.

After discussion, it was **MOVED, SECONDED and CARRIED** to proceed with the above noted work.

c) **Tree Control:**

As per the approval of the Strata Council through our Council Meeting, Rancho informed Council that Tree Care Ltd. is in the process of removing the dead hemlock tree and trimming the tree that is overhanging the building at 5585 Oak Street. This will be completed shortly.

5. **GARDENING REPORT**

There was no Gardening Report presented at this time.

6. **BUILDING/GROUNDS COMMITTEE REPORT**

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

7. **PUBLIC RELATIONS/ACTIVITIES**

The Public Relations/Activities Committee presented a report to the Strata Council:

“The Shawnoaks Winter Party was held at the Cabana on Wednesday, December 20th, 2005. It was a very enjoyable time with good friends and neighbours relaxing together. Our thanks go to Jean Louis for his kindness in setting up the chairs and tables and clearing them away the next morning. Thanks also to those Owners who helped in the preparation and clean-up. We look forward to the Summer Potluck in August”

8. **TREASURER’S REPORT**

The Treasurer, Mr. Bill Thompson, presented the financial report for the period ending December 31st, 2005. He noted that as of December 31st, 2005, the total cash on hand was \$73,621.00 which included the contingency fund of \$59,404.00. Mr. Thompson noted that as of tonight’s meeting there is one Owner in arrears with respect to strata fees owing to the Strata Corporation. Measurements to collect this outstanding amount are currently being taken.

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 filing a noise complaint against another strata lot.
- An Owner expressing concern with regards to the dryer noise at 5525 Oak Street.
- An Owner expressing concern with regards to other Residents feeding squirrels.

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

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

a) **Exiting and Entering the Parkade:**

The Strata Council would like to remind all Owners/Residents that you must wait for the gate to fully close after driving in and out of the parking lot area. During the power-washing work that was recently completed by the Resident Caretaker, it was noted that there were several footprints on the ramp wall. This has led the Council to believe that intruders are hiding behind the bushes and once the vehicle drives away, they climb down the wall and enter the parkade. Therefore, for security purposes, it is very important that all Residents wait for the gates to fully close after entering and when leaving the underground parking lot area.

10. **NEW BUSINESS / BUSINESS ARISING FROM PREVIOUS MINUTES – CONT'D**

b) **Moped at 5515 Oak Street:**

A concern has been raised with regards to a moped which is seen parked in the breezeway at 5515 Oak Street on a regular basis. Unfortunately, the Strata Council has been unable to identify what unit the moped belongs to. Therefore, the Strata Council would like to remind all Residents that it is in contravention of the Strata Corporation's Bylaws to ride any motorized vehicles, such as mopeds or bikes in general throughout the common ground of Shawn Oaks or store them in the breezeways.

c) **Usage of Common Laundry Rooms:**

The Strata Council would like to remind all Residents that occupy the common laundry rooms to be courteous of other Residents by ensuring that you are not using the machines beyond 11:00 p.m.

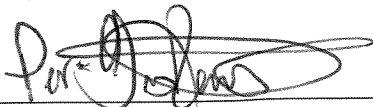
11. **NEXT MEETING**

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

12. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 8:00 p.m.

Respectfully Submitted,



Gus Ramirez, Property Manager
Rancho Management Services (BC) Ltd.
#701-1190 Hornby Street, Vancouver, B.C. V6Z 2K5
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STRATA LICENSING

As you may be aware the Real Estate Act changed so that Strata property management companies and its employees require an additional Strata license, effective January 1, 2006. Please be advised that Rancho was already a licensed property management company and that all of Rancho's Property Managers have received this additional license.

Also, all Stratas will receive their financial statements every month and have attached a copy of the bank statement(s), which is a new requirement of the Real Estate Act.