

**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,
OCTOBER 5, 2005 AT 6:30 P.M.**

IN ATTENDANCE:

Arnold Selwyn
Jane Kim
Bill Thompson
Delton Fallis
Yee Pang
Gerry Millett

Representing Rancho Management Services (B.C.) Ltd.:

Gus Ramirez, Property Manager

REGRETS:

Brian Ferris
Oscar Dirnfeld, Alternate

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, submitted to the Strata Council a report pertaining to various issues that have risen over the past month. Jean Louis was not present at tonight's meeting.

- As per Council's instructions, the bypass of the pressure reducing valve has been taken off and therefore, the water pressure has been reinstated so that it goes directly through the pressure reducing valve of the building. Council will continue to monitor this issue.
- The pool was recently shut down for the season.
- All of the common dryer vents for the common laundry rooms were recently cleaned.
- On September 29th, 2005 there was a roof leak at #5-5555 Oak Street. As such, Hunter Roofing has been called to conduct a repair to the roof. There will also be some minor drywall repairs and carpet cleaning as required within the Owners suite.

3. APPROVAL OF PREVIOUS MINUTES

Rancho presented to Council the September 8, 2005, Strata Council meeting minutes for Council's review.

Held on October 5, 2005

3. **APPROVAL OF PREVIOUS MINUTES – CONT'D.**

There being no errors or omissions, it was **MOVED, SECONDED, and CARRIED** to approve the Strata Council meeting minutes of September 8, 2005, as presented.

4. **MANAGEMENT REPORT**

a) **Occupants:**

As per instructions given at the previous Council meeting, Rancho informed Council that a letter has been issued to the Owner of a suite where occupants appeared to be renting, contrary to the Shawnoaks Bylaw 1.1. The Owner has confirmed that the occupants were cousins of the Owner and were simply visiting for the summer. It was further noted that the occupants will be leaving shortly.

b) **Roof Inspection Report:**

As per discussions at the previous Council Meeting, Rancho distributed to the Council the roof report from Interprovincial Roofing Consultant Ltd. pertaining to the condition of the roof at Shawnoaks. After a lengthy discussion and after reviewing the report in detail, the Strata Council instructed Rancho to obtain price quotations from roofing contractors for replacing the roof with a torch on membrane style roof. The Strata Council also instructed Rancho to inquire with Interprovincial if they are able to provide the Strata Corporation with a plan of action as to which roofs at which building should be replaced (i.e. to prioritize the roof replacement project). It is clear from the roof report that roof replacement will have to occur within the next year or two. Strata Council will keep Owners informed of all discussions and proposals.

5. **GARDENING REPORT**

The Gardening Committee submitted a written report to the Strata Council pertaining to the grounds of Shawnoaks.

“Fall clean up is well under way. Our Gardener, Rick is pruning hedges and the never ending raking of leaves continues. The Committee has purchased daffodil and tulip bulbs as well as pansies for the front oval and Rick has planted them. We will have some colour for the remaining fall and winter months as well as looking forward to spring blossoms. Rick will also tape some of our trees that are susceptible to moth infestation.

Respectfully Submitted,

Nassa Selwyn, Gardening Committee Member”

6. **BUILDING/GROUNDS COMMITTEE REPORT**

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

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7. **PUBLIC RELATIONS/ACTIVITIES**

The Strata Council would like to wish all of those Owners of Jewish faith a happy New Year and best wishes.

8. **TREASURER'S REPORT**

The Treasurer, Mr. Bill Thompson, presented the financial report for the period ending August 31st, 2005. He noted that as of August 31st, 2005 the total cash on hand was \$75,292.43, which included the contingency fund of \$67,142.85. Mr. Thompson noted that as of tonight's meeting there is one Owner in arrears in regards to Strata fees owing to the Strata Corporation. Measures to collect the amount are currently being taken.

9. **CORRESPONDENCE**

Owners are encouraged to write 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.

There was no correspondence received.

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

a) **Storage Rooms**

The Strata Council thanked Mr. Delton Fallis and Ms. Jane Kim for their help and effort in cleaning out all of the common area storage rooms.

The Strata Council was informed that most of the junk items that were removed from the common rooms have been temporarily placed in the underground parking lot. To this end, the Strata Council would like to inform all Owners that any unclaimed items after October 31st, 2005 that are currently being stored in the parkade will be disposed of by the Strata Corporation. Therefore, if you have any items in that, area please remove them by no later than October 31st, 2005. If Owners have any more items from the common storage rooms to be disposed of, they may take this opportunity and add them to those stored in the underground parking area before October 31st, 2005.

11. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for **Thursday, November 3rd, 2005**, 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 7:35 p.m.

Respectfully Submitted,



Gus Ramirez, Property Manager
Rancho Management Services (BC) Ltd.
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STRATA FEES/PRE-AUTHORIZED PAYMENT

Should you ever have any questions regarding your strata account, please feel free to contact our Accounts Receivables Department at: 604 331-4258. You can also contact this number if you would like to be set up on Pre-Authorized Payment, whereby we can debit your account with your monthly strata fees.