

**SHAWNOAKS
5505-5585 OAK STREET, VANCOUVER, B.C.
STRATA PLAN VR855**

MINUTES OF THE ANNUAL GENERAL MEETING OF THE MEMBERS OF STRATA PLAN VR855, SHAWNOAKS, HELD AT THE VANDUSEN BOTANICAL GARDEN IN THE CEDAR ROOM, 5251 OAK STREET, VANCOUVER, B.C. ON TUESDAY, JUNE 20TH, 2006 AT 7:00 P.M.

IN ATTENDANCE:

There were 50 Owners present either in person or by proxy.

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 by the Strata Council President, Mr. Arnold Selwyn, at 7:05 p.m.

2. CALLING THE ROLL AND CERTIFYING PROXIES

The President, Mr. Arnold Selwyn, informed the Owners that a quorum existed being made up of 50 Owners present either in person or by proxy.

3. PROOF OF NOTICE OF MEETING

As per the notice provisions of the *Strata Property Act*, Owners are required to be notified a minimum of fourteen (14) days in advance for an Annual General Meeting.

It was then **MOVED, SECONDED**, and **CARRIED** that the notice of Annual General Meeting was duly served, in accordance with the provisions of the *Strata Property Act*.

4. READING AND DISPOSING OF THE 2006 SPECIAL GENERAL MEETING MINUTES

Mr. Arnold Selwyn informed the Owners that the Special General Meeting minutes of April 6th, 2006 were enclosed with the notice of the meeting. He then asked if there were any errors or omissions in the minutes.

There was one amendment to the minutes and it is for item #6, paragraph 2, wherein the word "obtained" should be deleted and replaced with "abstained".

It was then **MOVED, SECONDED**, and **CARRIED** to approve the April 6th, 2006 Special General Meeting minutes as presented and amended.

5. **PRESIDENT'S REPORT**

The President, Mr. Arnold Selwyn, presented a report to the General Membership pertaining to the various items that occurred over the past year.

"If you have been reading the minutes of the Strata Council Meetings, you will be well aware of the ongoing daily care and maintenance that takes place in the complex. The cleaning, repairs to roof or pipes, the lighting, gardening, etc., are all the normal things that every home experiences. I'll just recall a few of the more major happenings.

A new heat exchanger for the hot water system was installed. All the major walkway repairs were undertaken. The entrance and exit walls and ramps were power-washed. The laundry room dryer vents were cleaned, and finally, thanks to the efforts of Delton and Jane, the common area storage rooms were cleaned out and the unclaimed items were disposed of.

On this note, everyone is asked not to put items in these rooms if you have no further use for them. There are many charities that would be glad to take them. But everything in these rooms must have the Owner's name, unit number, and date clearly marked.

We had very successful summer and winter pot luck parties. Gerry did a great job with the publicity, and it's a real opportunity to meet with our fellow Owners, many of whom we don't meet too often.

We still get many reports of drivers entering the underground and going straight to their parking area without even pausing for the gate to begin closing. I've seen it many times. For everyone's safety, please make those extra 3 or 4 seconds pause just after driving in. If it were one's own private garage, one would make sure the door was closed before going indoors.

We are fortunate to have beautiful greenery and flowers all around, thanks to our gardener and the Gardening Committee. I understand that lots of new flower plantings are scheduled.

The major roof inspection by an independent non-construction company resulted in the recommendation that all the roofs needed to be replaced.

A Special General Meeting held in April approved the expenditure for the project and authorized a special assessment to be made. Specifications were drawn up; a very able and capable Roof Replacement Committee was struck, consisting of – Delton Fallis, Yee Pang, and Brian Ferris. Bids were invited from several recommended contractors, and are still being

5. **PRESIDENT'S REPORT**

received. We will receive an update on this later in the meeting.

Your Council has had a very active year, with some Members putting in many hours for the benefit of all Owners, and I want to thank them for making my job as Chair, a pleasant one. It was a very harmonious Council. I ask everyone to join with me in thanking:

*Jane Kim – Vice President
Bill Thompson – Treasurer
Gerry Millett – Secretary
Brian Ferris – Building and Grounds
Delton Fallis
Yee Pang
Oscar Dirnfield – Alternate*

Not on Council, but also deserving of our recognition and thanks are the very diligent and hard working Gardening Committee of Nassa Selwyn and Barbara Sutherland.

The general cleanliness and overall condition of the complex rests on the shoulders of Jean-Louis and Jocelyn, our Resident Managers, and we receive only good and positive reports of them. We appreciate their efforts. Finally, my thanks to Gus Ramirez and Rancho Management for their guidance and help throughout the year. ”

6. **FINANCIAL REPORT**

The Treasurer, Mr. Bill Thompson, informed the Owners that as of April 30th, 2006, there was \$74,572.00 in the contingency fund. He further informed the Owners that the Strata Corporation had incurred an operating deficit of approximately \$16,410.71. The deficit can be mainly attributed to the high utility costs that were incurred throughout the fiscal period. Mr. Thompson reviewed the financial statements and advised the Owners that most categories were within the budgeted amount.

Mr. Bill Thompson answered specific questions from the Owners in regards to the financial statements for the period ending April 30th, 2006. After further discussion, it was **MOVED, SECONDED, and CARRIED** to approve the financial statements for the period ending April 30th, 2006 as presented.

7. **ROOF REPLACEMENT COMMITTEE REPORT**

The Roof Replacement Committee presented a report to the Owners pertaining to the roof replacement project. The Owners were informed the following:

7. **ROOF REPLACEMENT COMMITTEE REPORT – CONT'D**

- Inter-Provincial Roof Consultants held a mandatory site meeting on May 26th, 2006 with all the interested bidders who were invited to bid on the re-roofing project. Eight (8) bidders attended the site meeting. Tenders were closed on June 14th, 2006. Six (6) tenders were sealed and one was faxed over.
- Tenders were picked up from Rancho Management on June 14th, 2006. That evening at approximately 6:30 p.m. at the Cabana, the Roofing Committee and the Strata Council President opened the sealed bids.
- Bids came in much higher than advised in the Consultant's report mainly due to market conditions.
- The Committee is currently looking into finding alternative bidders and considering other roof systems.
- The Committee has received a confirmation that a lower cost is available.
- As cost is definitely on the rise, it is Council's goal to proceed with the re-roofing project some time this year.

8. **MOTION TO APPROVE THE 2006/2007 OPERATING BUDGET**

Mr. Bill Thompson reviewed the proposed 2006/2007 operating budgets with the Owners. There were 2 budgets reviewed: Budget A and Budget B. The only difference between the 2 budgets is that Budget B has an additional expense category for future capital expenditures in the amount of \$15,000.00. Budget A assumes a 4.2% increase in the overall strata fees and Budget B assumes a 10.4% increase the overall strata fees. After discussion, it was **MOVED** and **SECONDED** to approve Budget A as presented. After discussion, Budget A was put to a vote and it **CARRIED**.

9. **RESOLUTIONS FOR CONSIDERATION**

a) **Resolution "A":**

A $\frac{3}{4}$ vote to approve the withdrawal of \$16,411.00 from the contingency fund to cover the 2005/2006 operating deficit."

An Owner **MOVED** that the $\frac{3}{4}$ vote be approved as presented. The $\frac{3}{4}$ vote was **SECONDED** and put to a vote. It **CARRIED** unanimously.

b) **Resolution "B":**

A $\frac{3}{4}$ vote to approve repealing and replacing Bylaw 5.3 with the following Bylaw."

"Electric and gas barbeques may be used on the balconies or patios."

The Owners were informed that this item was put on the agenda for the Annual General Meeting due to a request that was received from an Owner at Shawnoaks. At this time, the Owners who put forward this request addressed the Owners at the meeting and informed them of the reasons why they were proposing to replace the

9. **RESOLUTIONS FOR CONSIDERATION – CONT'D**

b) **Resolution “B” – Cont’d:**

above noted Bylaw. After a lengthy discussion, the $\frac{3}{4}$ vote was **MOVED** and **SECONDED**, and put to a vote. The $\frac{3}{4}$ vote was **DEFEATED**.

10. **REPORT ON INSURANCE**

Gus Ramirez informed the Owners that the building is currently being insured for \$9,651,400.00 with a \$10,000,000.00 coverage for general liability and \$2,000,000.00 for Directors and Officers (The Strata Council). The deductibles are as follows:

- 10% for earthquake
- \$100.00 for glass
- \$10,000 for flood
- \$2,500 for water related damages
- \$1,000 for all property risks

Owners were then reminded that the Strata Corporation’s insurance policy does not provide for individual contents, betterments or improvements (i.e.: clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners must carry their own tenant package insurance for such coverage, including any improvements and liability coverage.

Furthermore, the Strata Corporation’s insurance policy only covers original fixtures within the strata lots i.e. original carpets, original cabinets, etc.

There being no discussion, it was **MOVED**, **SECONDED**, and **CARRIED** to accept the insurance report as presented.

11. **RESIGNATION OF THE CURRENT STRATA COUNCIL**

Mr. Gus Ramirez and the Owners thanked the Strata Council for their efforts over the past year with a round of applause. Mr. Ramirez then informed the Owners that the election of Council is only done by way of nomination. A **MOTION** was then made by an Owner to have the Council election done by way of nomination. The **MOTION** was **SECONDED** and it **CARRIED** unanimously.

Nine (9) Owners were then nominated and subsequently accepted the nomination. Mr. Ramirez announced for any further nominations. There being none, it was **MOVED**, **SECONDED**, and **CARRIED** unanimously to close all nominations.

After tabulating the votes, the following Owners were declared duly elected to serve on the Strata Council for the ensuing fiscal period:

11. **RESIGNATION OF THE CURRENT STRATA COUNCIL – CONT'D**

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

12. **ANY OTHER MATTER**

Several items were discussed and were left for the new Council to look into further.

13. **NEXT MEETING**

The next meeting will be a Strata Council Meeting to be held in the Cabana, 5505-5585 Oak Street on Wednesday, July 5th, 2006 at 6:30 p.m. (Strata Council Members only.)

14. **TERMINATION OF MEETING**

There being no further business, it was **MOVED**, **SECONDED**, and **CARRIED** to terminate the Annual General Meeting at 8:30 p.m.

Respectfully Submitted,



Gus Ramirez, Property Manager
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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 Shawnoaks is 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.