

**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 TUESDAY, MARCH 4TH, 2008 AT 7:00 P.M.

IN ATTENDANCE

Jane Kim – President

Bill Thompson – Treasurer

Teresa Londero – Co-Secretary

Lanie Fajardo – Co-Secretary

Brian Ferris

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Patrick Frechette, Strata Agent

REGRETS

Delton Fallis – Vice President

Yee Pang

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order at 7:05 p.m.

2. **CARETAKER'S REPORT**

The Resident Caretaker, Viviana, presented her report to the Strata Council pertaining to items that have arisen over the past month:

- On March 3rd, 2008, Cambie Roofing was onsite to repair a roof leak at #8-5555 Oak Street.
- On March 3rd, 2008, Pacific West Plumbing replaced the squeaky heating pump for 5545, 5555 and 5565 Oak Street.
- On March 4th, 2008, Pacific West Plumbing was onsite to replace a broken water pipe for the icemaker at #1-5535.

The Strata Council expressed their appreciation to the Resident Manager for all her hard work in helping clear the driveways and walkways during the recent snowfall.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

The Strata Council reviewed the Strata Council Meeting Minutes of February 12th, 2008. There being no errors or omissions, it was **MOVED, SECONDED**, and **CARRIED** to approve the Strata Council Meeting Minutes of February 12th, 2008 as presented.

4. **MANAGEMENT REPORT**

a) **Annual Fire Equipment Testing:**

As per instructions given by the Strata Council at the last Strata Council Meeting, Rancho reported that the minor repairs are currently being done by Elite Fire Protection Ltd. and will be completed shortly.

4. **MANAGEMENT REPORT – CONT'D**

b) **Roof Repairs/Roof Replacement:**

Rancho informed the Strata Council that RDH Building Engineering Ltd. is currently working on preparing the contract for the roof replacement project. It is anticipated that the contract will be ready for the Strata Council to review sometime in April 2008 and the work will commence sometime in May 2008.

c) **Insurance Claim (Repairs)**

As per instructions given by the Strata Council, Rancho has proceeded with obtaining more quotes for the exterior repairs. At this time, Rancho is still waiting for quotes to be submitted.

d) **Horizontal and Vertical Drain Line Cleaning:**

One (1) of the items that was **TABLED** by the Strata Council back in November 2007 was the horizontal and vertical drain line cleaning (to be done in spring 2008 as recommended by Pacific West Plumbing Ltd.). After discussion, the Strata Council instructed Rancho to proceed with the necessary work. Rancho will schedule the work to be done in early April 2008 with Pacific West Plumbing Ltd.

5. **GARDENING REPORT**

There was no gardening report presented at this time.

6. **BUILDING/GROUNDS REPORT**

There were no building/grounds report presented at this time.

7. **PUBLIC RELATIONS/ACTIVITIES**

The Public Relations Committee informed the Strata Council that there is one (1) unit (#6-5575 Oak Street) in the complex for sale.

8. **TREASURER'S REPORT**

The Strata Council's Treasurer, Mr. Bill Thompson presented to the Strata Council a report pertaining to the financial statements for the period ending January 31st, 2007. It was noted that the total cash on hand was \$50,948.00 which included the contingency fund of \$45,459.00.

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.

9. **CORRESPONDENCE – CONT'D**

The following correspondence was received:

- Two (2) Owners requesting for authorization to pay the Special Levy in one (1) full installment on June 1st, 2008.

After reviewing the correspondence, the Strata Council instructed Rancho on how it wishes to respond.

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

a) **Damaged Fence:**

It was reported that the fence on the north side (in between 5505 and 5525) needs to be repaired. After discussion, the Strata Council instructed Rancho to get the fence repaired.

b) **Skunk Problem:**

A Strata Council Member informed Rancho that a skunk odour has been reported. After discussion, the Strata Council instructed Rancho to contact AAA Wildlife to get an update on the service that is being done.

c) **New Property Manager:**

Please be advised Patrick Frechette will be the new Property Manager for "Shawnoaks". Please forward all Strata related correspondence and phone calls to Patrick. Patrick's contact information is as follows:

Telephone: (604)-331-4262

Email: pfrechette@ranchogroup.com

11. **NEXT MEETING**

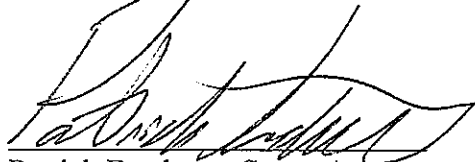
The next meeting will be a Strata Council Meeting and has been scheduled for Tuesday, April 8th, 2008 at 7:00 p.m. in the Cabana at 5505-5585 Oak Street.

12. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 7:35 p.m.

Strata Council Meeting
Held on Tuesday, March 4th, 2008

Respectfully Submitted,



Patrick Frechette, Strata Agent
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.