

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

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**MINUTES OF THE STRATA COUNCIL MEETING OF STRATA PLAN VR855, HELD IN THE CABANA AT 5505-5585 OAK STREET, VANCOUVER BC, ON TUESDAY, JUNE 3<sup>RD</sup>, 2008 AT 7:00 P.M.**

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**IN ATTENDANCE**

Jane Kim – President

Lanie Fajardo – Co-Secretary

Bill Thompson – Treasurer

Brian Ferris

Teresa Londero – Co-Secretary

Yee Pang

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

Patrick Frechette, Strata Agent

**REGRETS**

Delton Fallis – Vice President

1. **CALL TO ORDER:**

There being a quorum, the meeting was officially called to order at 7:00 p.m.

2. **GUESTS:**

There were three (3) Owners that attended the first portion of the meeting to talk to Council about several building related issues. The Owners were then excused from the meeting.

3. **CARETAKER'S REPORT:**

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

- On May 8<sup>th</sup>, 2008, "Pacific West Plumbing" was onsite to fix the drain lines for #1-5565;
- On May 9<sup>th</sup>, 2008, "Imperial Pool" was onsite to start up the pool for the spring/summer season;
- On May 12<sup>th</sup>, 2008, the irrigation system was started;
- On May 29<sup>th</sup>, 2008, "Pacific West Plumbing" was onsite to repair water pipes above parking stalls #119 and #45, and to repair a drain at 5515;
- On May 30<sup>th</sup>, 2008, "Pacific West Plumbing" was onsite to repair a drain. While the plumber was working a pipe broke and two (2) suites were affected by minor water damage. Platinum Restoration was called immediately to attend to the damages.

4. **MANAGEMENT REPORT:**

a) **Roof Repair/Roof Replacement:**

The Strata Agent informed the Strata Council that the roof replacement project is well underway. RDH has been submitting regular site reports following concerns

4. **MANAGEMENT REPORT CONT'D:**

a) **Roof Repair/Roof Replacement Cont'd:**

from owners regarding the unauthorized dryer vents. A discussion ensued on how to respond and what actions need to be taken in order to solve this issue going forward. After discussion, it was agreed that more information from RDH will be needed. The Strata Council later signed the contract between The Strata Corporation and Tek Roofing.

b) **Common Area Drain Grates Cleaning:**

The Strata Agent presented to the Strata Council three (3) quotes for the cleaning of all the common area drain grates. After discussion, the Strata Council decided to TABLE the item for a future meeting.

c) **Stairs at 5515 Oak Street:**

The Strata Agent reported to the Strata Council that Rancho is still in the process of getting quotes for repairing one of the steps on the stairs at 5515 Oak Street.

d) **Skunk Problem:**

The Strata Agent reported to the Strata Council that after discussion with AAA Wildlife, they have advised that their services do not cover any removal of skunks. After discussion, a member of Council volunteered to look into finding a company that would be licensed for removal of wildlife.

e) **Irrigation System:**

As per discussion at the previous Council meeting, Rancho informed Council that City Irrigation and Tek Roofing have met onsite in order to discuss the operating times of the irrigation system as the roofers may have their equipment/materials temporarily placed in the irrigated lawn areas.

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:**

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

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 April 30<sup>th</sup>, 2008. It was noted that the total cash on hand was \$73,630.00 which included the contingency fund of \$70,000.00.

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 pfrechette@ranchogroup.com.

The following correspondence was received:

- An Owner sharing their concerns with Strata Council regarding the cleanliness of some balconies;
- An Owner sharing their concerns regarding the unauthorized dryer vents;
- An Owner requesting for permission to install a washer and dryer;
- An Owner requesting for an extension for payment of the roof repairs special levy.

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) **Gate Parking Signs:**

Ms. Jane Kim presented quotes and a proof of a sign for the Oak Street driveway entrance area. After discussion, the Strata Council decided to approve the purchase of the sign(s).

b) **Swimming Pool Tiles:**

It was brought to the attention of the Strata Council that some of the tiles in the swimming pool are broken and are in need of repairs. After discussion, the Strata Council instructed the Strata Agent to have the tiles repaired.

c) **Tree Trimming:**

It was brought to the attention of the Strata Council that a number of trees around the complex may need to be trimmed. After discussion, the Strata Council instructed Rancho to obtain a quote for trimming some of the larger trees.

11. **NEXT MEETING:**

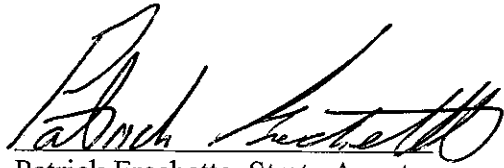
The next meeting will be an Annual General Meeting and has been scheduled for Tuesday, June 24<sup>th</sup>, 2008 at 7:00 p.m. at Vandusen Botanical Garden in the Cedar Room at 5251 Oak Street Avenue, Vancouver, BC.

12. **TERMINATION OF MEETING:**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 9:55 p.m.

Strata Council Meeting  
Held on Tuesday, June 3<sup>rd</sup>, 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: 604-331-4262  
Email: [pfrechette@ranchogroup.com](mailto:pfrechette@ranchogroup.com)

### RANCHO'S INTERNET SITE

Rancho's website has been updated with lots of new features. We invite you to check us out at <http://www.ranchovan.com>. Any questions and comments can be forwarded to us by email at: [pmgr@ranchogroup.com](mailto:pmgr@ranchogroup.com), or by calling us at: (604) 684-4508.