

**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 WEDNESDAY, JULY  
9<sup>TH</sup>, 2008 AT 7:00 P.M.**

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**IN ATTENDANCE**

Jane Kim – President

Delton Fallis – Vice President

Bill Thompson – Treasurer

Lanie Fajardo – Co-Secretary

Teresa Londero – Co-Secretary

Brian Ferris

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

Patrick Frechette, Strata Agent

**1. CALL TO ORDER**

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

**2. 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 June 4<sup>th</sup>, 2008, "Coinomatic" was onsite to fix two (2) dryers at 5515 and 5525;
- On June 12<sup>th</sup>, 2008, "Imperial Pool" was onsite to service the swimming pool heater;
- On June 17<sup>th</sup>, 2008, "City Irrigation" was onsite to check a leak in the parkade in front of the garbage ramp;
- On June 18<sup>th</sup>, 2008, "Lathams" repaired the temperature controller on the swimming pool heater;
- On June 19<sup>th</sup>, 2008, "Coinomatic" was onsite to repair two (2) dryers at 5515 and 5575;
- On June 20<sup>th</sup>, 2008, two new parking signs and one "Stop" sign was installed at the parking entrance;
- On July 7<sup>th</sup>, 2008, "National Air Technology" cleaned all six (6) laundry room vents;
- On July 9<sup>th</sup>, 2008, "Milani" fixed two (2) broken pipes at #7-5545.

**3. ELECTION OF OFFICERS**

In accordance with the Strata Corporation's bylaws, the first order of business is the election of the Strata Council Officers. After discussion, it was **MOVED, SECONDED, and CARRIED** to elect the following Council Members to these positions:

Brian Ferris - President  
Delton Fallis – Vice-President  
Bill Thompson – Treasurer  
Lanie Fajardo – Co-Secretary  
Teresa Londero – Co-Secretary

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

It was **MOVED**, **SECONDED** and **CARRIED** to approve the June 3<sup>rd</sup> Strata Council Meeting Minutes as presented.

5. **MANAGEMENT REPORT**

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

The Strata Agent presented to Council the latest site report from RDH. The Strata Council is satisfied with the progress of the project so far.

b) **Loose Stairs at 5515 Oak Street:**

The Strata Agent presented a quote from NIKLS regarding the replacement of the loose steps at 5515. After discussion, the Strata Council instructed the Strata Agent to gather more quotes.

c) **Skunk Problem:**

The Strata Council was presented with a quote from Care Pest Control. After discussion the Strata Council decided not to approve the quote and to continue monitoring the situation.

d) **Replacement of Parking Sign:**

The Strata Agent reported to the Strata Council that new parking signs have been installed.

e) **Pool Tiles Repairs**

The Strata Agent reported to the Strata Council, that Imperial Paddock Pool has been instructed to perform the tile repairs needed in the pool. They will soon proceed with the work.

e) **Tree Trimming:**

Rancho reported to the Strata Council that a walkthrough of the complex was performed with Tree Care. A quote will be submitted on the cost to perform tree trimmings of some of our larger trees.

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:**

This year's summer pot luck will be held on Sunday, August 10<sup>th</sup>, 2008 at 5:30 p.m.

8. **TREASURER'S REPORT:**

The financial statements for May and June 2008 have yet to be released. As such, the Strata Council's Treasurer, Mr. Bill Thompson did not have anything to report at this time.

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 requesting to install an extension to his fence

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

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

There was no new business to report at this time.

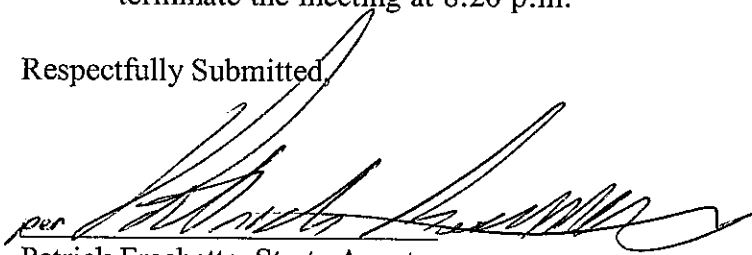
11. **NEXT MEETING:**

The next meeting will be a Strata Council Meeting and has been scheduled for Tuesday, August 12<sup>th</sup>, 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 8:20 p.m.

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

## EXTENDED ABSENCE

Owners/Residents who are going away for an extended period of time must make arrangements to have someone inspect their suite on a regular basis. The following are suggested steps to be taken when planning on leaving for thirty (30) days or more:

- Notify the Concierge Staff of your absence
- Leave an emergency contact phone number
- Turn off all water supply lines in your suite
- It is advisable that you have your suite checked at least once a week.