

**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, SEPTEMBER 9TH, 2008 AT 7:00 P.M.

IN ATTENDANCE

Brian Ferris – President
Bill Thompson – Treasurer
Lanie Fajardo – Co-Secretary

Delton Fallis – Vice President
Teresa Londero – Co-Secretary
Jane Kim

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

Patrick Frechette, Strata Agent

REGRETS

None

GUESTS

Clive W. Hinsworth

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 August 19th and 22nd, 2008, "Care Pest Control" was onsite to remove two wasps nests at 5565 and 5585;
- On August 22nd, 2008, "Black Cat Paving" was on site to even out the concrete in front of 5545;
- On August 24th, 2008, "Tek Roofing" was called to #7-5515 for a repair;
- On August 29th, 2008, "Latham's" was called to repair the water pump.
- On September 5th, 2008, "Vancouver Coastal Health" inspected the swimming pool. A report will follow.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

It was **MOVED**, **SECONDED** and **CARRIED** to approve the August 12th, 2008 Strata Council Meeting Minutes as presented.

4. **GUESTS**

Clive W. Hinsworth from 6-5565 was a guest at the Council meeting. He expresses his concerns regarding the delays in proceeding with his suite repairs. The Strata Council went on to explain that they have some concerns with the first estimate regarding the scope and

4. **GUESTS CONT'D**

cost of the work needed and are requesting a second estimate. Mr. Hinsworth requested to be regularly updated on the progress. He was thanked by the Strata Council for his patience in dealing with this matter and was excused from the meeting.

5. **MANAGEMENT REPORT**

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

Rancho updated the Strata Council on the progress of the Roof Replacement project. Following the Strata Council's concerns from the last meeting regarding the new roof fans, a meeting was set up with RDH, and Tek Roofing. Following the meeting Council members were satisfied with the information provided by RDH and Tek Roofing.

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

The Strata Agent informed the Strata Council that a second quote was received from SSP Welding and Repair Ltd. the estimate was \$870 + GST. After discussion, the Strata Council approved the quote and instructed the Strata Agent to proceed with the repair as soon as possible.

c) **Tree Trimming:**

The Strata Agent reported to the Strata Council that the, tree removal and trimming which was requested at the last meeting has been completed

d) **Walkway Repairs:**

The Strata Agent reported to the Strata Council that Black Cat Paving has completed the repairs to the common area walkway.

e) **Carpet Cleaning:**

The Strata Agent reported to the Strata Council that due to the high traffic at the complex with the roof replacement project underway, carpet cleaning of the common areas has been postponed.

6. **GARDENING REPORT:**

There was no gardening report presented at this time.

7. **BUILDING/GROUNDS REPORT:**

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

8. **PUBLIC RELATIONS/ACTIVITIES:**

There was no public relations/activities to report at this time.

9. **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 July 31st, 2008. It was noted that the total cash on hand was \$50,934.00 which included the contingency fund of 46,504.00

10. **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 suite repairs and removal of a wasps nest;
- An Owner requesting permission to rent their suite;
- An Owner requesting a refund of his plumbing repair cost;
- An Owner reporting a crack in the bedroom ceiling needing attention;
- An Owner requesting some tree trimming and ground cleaning;
- An Owner reporting balcony damage;
- An Owner challenging their chargeback for plumbing services;
- An Owner asking permission to replace their windows and install a screen door;

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

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

a) **Pool Closure:**

The Strata Council would like to inform all Residents that the pool season is coming to an end and the pool will close on September 15th, 2008.

b) **Building Contacts Reminder:**

Following recent events, the Strata Council would like to remind all Owners that Strata Council members are serving on a volunteer basis. No Council member should be disrupted in their own home at any time under any circumstance. All issues should be reported to Rancho Management or to Council in writing. The same applies to the caretaker who is at the disposition of the Strata Council and Rancho Management after hours, evenings and weekends for building emergencies only. Any after hours building emergency should be reported to Rancho Management's emergency line: (604) 684-4508.

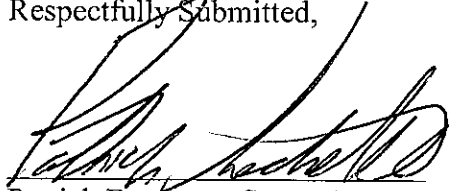
12. **NEXT MEETING:**

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

13. **TERMINATION OF MEETING:**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 8:55 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

STRATA FEES/PRE-AUTHORIZED PAYMENT

Should you ever have any questions regarding your strata account, please feel free to contact our Strata Accounts Receivables Department at: 604 331-4279. Owners who are not yet on Pre-Authorized Payment (P.A.P.) Program, our preferred payment option, should contact the same number to obtain a form. The P.A.P. Program is a convenient payment method whereby we can debit your account with your monthly strata fees on the first of every month.