

**SHAWNNOAKS  
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, OCTOBER 7<sup>TH</sup>, 2008 AT 7:00 P.M.**

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**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

**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 September 11<sup>th</sup>, 2008, "Milani" was onsite to unplug the common bathroom drain at # 7 and # 8-5585;
- On September 15<sup>th</sup>, 2008, "Coinomatic" repaired a dryer at 5515;
- On September 17<sup>th</sup>, 2008, "Latham's" was onsite for the bi-annual heating equipment maintenance;
- On September 19<sup>th</sup>, 2008, "Care Pest Control" was called to remove a wasps nest at #7-5565;
- On October 2<sup>nd</sup>, 2008, "SSP Welding & Repair" was onsite to repair the loose stairs at 5515;
- On October 4<sup>th</sup>, 2008, "City Irrigation" winterized the sprinkler system. The system was shut off on September 17<sup>th</sup>, 2008.

**3. APPROVAL OF PREVIOUS MEETING MINUTES**

It was **MOVED, SECONDED** and **CARRIED** to approve the September 9<sup>th</sup>, 2008 Strata Council Meeting Minutes as presented.

**4. MANAGEMENT REPORT**

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

The Strata Agent reported to the Strata Council on the progress of the roof

4. **MANAGEMENT REPORT**

- a) **Roof Repair/Roof Replacement Update Cont'd:**  
replacement project.

- b) **Hot Water Boiler Maintenance:**

The Strata Agent presented to the Strata Council a report from Latham's recommending cleaning of the heat exchanger for \$1,900 + GST. After discussion, the Strata Council decided that more information will be needed in order to approve the work and **TABLED** the item until the next meeting.

- c) **Report from RDH regarding 6-5565:**

The Strata Agent presented to the Strata Council a report from RDH regarding the exterior wall repair needed at suite 6-5565. After discussion, the Strata Council instructed the Strata Agent to get quotes for the work to be done following the recommendation of RDH.

5. **GARDENING REPORT:**

It was reported that one more bin of compost may be needed. After discussion, the Strata Council decided to approve the purchase of the fourth compost bin.

6. **BUILDING/GROUNDS REPORT:**

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

7. **PUBLIC RELATIONS/ACTIVITIES:**

The Council would like to inform the Owners that at this time, there are three (3) suites up 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 August 31<sup>st</sup>, 2008. It was noted that the total cash on hand was \$49,521.00 which included the contingency fund of 48,947.00.

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](mailto:pfrechette@ranchogroup.com).

9. **CORRESPONDENCE CONT'D:**

The following correspondence was received:

- An Owner recommending a natural gas provider;
- An Owner reporting concerns on a roof drain;
- An Owner requesting a refund for some landscaping work done in front of his suite.

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) **In-Suite Emergency Restoration:**

A member of Council brought up the issue of the cost of remediation being fairly high and shared his concerns with the Strata Council if the work performed is appropriate to the situation. After discussion, a council member volunteered to review any suites in need of major restoration prior to approving substantial remediation by our contractor.

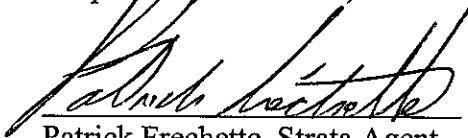
11. **NEXT MEETING:**

The next meeting will be a Strata Council Meeting and has been scheduled for Tuesday, November 4<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 8:27 p.m.

Respectfully Submitted,



Patrick Frechette, Strata Agent  
Rancho Management Services (BC) Ltd.  
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Phone: 604-684-4508 (**24-HOUR EMERGENCY SERVICES**)  
Direct Line: 604-331-4262  
Email: [pfrechette@ranchogroup.com](mailto:pfrechette@ranchogroup.com)

**SECURITY**

For the security of everyone, residents are reminded to **NOT** let strangers into the building.  
This helps to prevent vandalism and helps keep the building security at its highest level.