

**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, DECEMBER 2<sup>ND</sup>, 2008 AT 7:00 P.M.**

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**IN ATTENDANCE**

Brian Ferris – President  
Delton Fallis – Vice President  
Jane Kim

Bill Thompson - Treasurer  
Teresa Londero – Co-Secretary

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

Patrick Frechette, Strata Agent

**REGRETS**

Lanie Fajardo – Co-Secretary

**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 a report to the Strata Council pertaining to items that have arisen over the past month:

- On November 13<sup>th</sup>, 2008, "Coinomatic" repaired the dryer at 5575;
- On November 14<sup>th</sup>, 2008, "Mac's Electric" replaced a circuit breaker at 5575-5585 electrical room and a light at 5525;
- On November 14<sup>th</sup>, and 19<sup>th</sup>, 2008, "Platinum Pacific Restoration" repaired and painted the living room ceiling at #8-5555;
- On November 18<sup>th</sup>, 2008, Daren Patridge picked up the cardboard;
- On November 19<sup>th</sup>, 2008, "Latham's" was onsite to repair the cabana heating system and a three way leaking valve above parking stall #85. A thermostat, a water valve (cabana boiler room) and a valve kit (for the 3 way valve) should be replaced. The repair will be completed this week;
- On December 2<sup>nd</sup>, 2008, "Elite Fire Protection" was onsite for the annual fire inspection.

**3. APPROVAL OF PREVIOUS MEETING MINUTES**

It was **MOVED, SECONDED** and **CARRIED** to approve the November 4<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 that RDH and TEK Roofing has requested to set up a meeting with Rancho Management and some members of the Strata Council about unforeseen problems that have been discovered with the roof of the cabana. After discussion, the Strata Council agreed and instructed the Strata Agent to set up the meeting with RDH and TEK Roofing as soon as possible. The Strata Council also noted that the meeting would be a good opportunity to review other issues, such as damages to a few suites due to the roof replacement and fence repairs.

b) **Envelope Repair at 6-5565:**

The Strata Agent presented to the Strata Council two (2) quotes from PBEM and Columbia Restoration regarding the exterior wall repair needed at 6-5565. After discussion, the Strata Council decided to approve the quote from PBEM and instructed the Strata Agent to coordinate the work to start as soon as possible.

c) **Hot Water Boiler Maintenance:**

The Strata Agent reported to the Strata Council that after discussion with Latham's, it was established that the heat exchanger on the hot water boiler, which is now three (3) years old, is due for maintenance. After discussion, the Strata Council decided that the maintenance item is not an urgent matter and instructed the Strata Agent to gather more quotes.

d) **Donation**

Donations of household items will continue to be accepted in stall 14 until January 15, 2009. Please ensure that all donations are properly stacked against the wall.

5. **GARDENING REPORT:**

There was no gardening report at this time.

6. **BUILDING/GROUNDS REPORT:**

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

7. **PUBLIC RELATIONS/ACTIVITIES:**

The Strata Council would like to inform all the residents that no Christmas gathering will take place this year.

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 October 31<sup>st</sup>, 2008. It was noted that the total cash on hand was \$54,895 which included the contingency fund of \$53,919.

9. **CORRESPONDENCE:**

Owners are encouraged to write to the Strata Council, via Rancho Management Services, on any Strata related matter (i.e. suggestions, concerns, etc.). Correspondence can be placed in the drop box at 5555 Oak Street, sent to Rancho's office at #701 - 1190 Hornby Street, Vancouver, BC V6Z 2K5, Faxed to 604-684-1956, or emailed to [pfrechette@ranchogroup.com](mailto:pfrechette@ranchogroup.com).

The following correspondence was received:

- An owner sharing their concerns about the level of noise of some of the roof drains.
- An owner sharing their concerns with a drain pipe outside their patio.
- An owner requesting reconsideration of their original request.
- An owner sharing their concerns regarding the insulation of their suite.

After reviewing the correspondence, the Strata Council instructed Rancho on how it wishes to respond. Strata Council reviewed all correspondence and instructed Rancho on which units should be fined as per Section 135 of the *Strata Property Act*.

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

There was no new business/business arising from previous meeting minutes presented at this time.

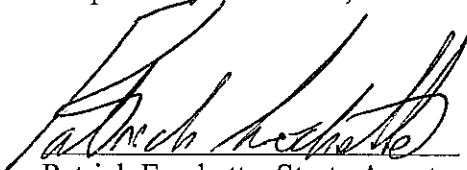
11. **NEXT MEETING:**

The next meeting will be a Strata Council Meeting and has been scheduled for Tuesday February 3rd, 2009 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 9 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](mailto:pfrechette@ranchogroup.com)

## **HOLIDAY GREETINGS**

**At this time, Rancho Management Services would like to wish everyone the best of the  
Holiday Season!**

**Please note that during the Christmas Holidays and the New Year period, any emergency  
situations can be handled by contact Rancho's 24 hour emergency number at 604-684-4508.**

### **RANCHO'S CHRISTMAS HOURS**

<b>FRIDAY, DECEMBER 12</b>	<b>CLOSED AT 1:00 PM</b>
<b>WEDNESDAY, DECEMBER 24</b>	<b>CLOSED AT 3:00 PM</b>
<b>THURSDAY, DECEMBER 25</b>	<b>CLOSED</b>
<b>FRIDAY, DECEMBER 26</b>	<b>CLOSED</b>
<b>WEDNESDAY, DECEMBER 31</b>	<b>CLOSED AT 3:00 PM</b>
<b>THURSDAY, JANUARY 1</b>	<b>CLOSED</b>