

**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, AUGUST
12TH, 2008 AT 7:00 P.M.**

IN ATTENDANCE

Brian Ferris – President
Delton Fallis – Vice President
Bill Thompson - Treasurer

Teresa Londero – Co-Secretary
Jane Kim

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 7:00 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 July 14th, 2008, "A-Pro" was onsite to fix a door lock at 5545;
- On July 14th, 2008, "Imperial Pool" fixed a leak at the sand filter and recemented the fallen pool tiles;
- On July 24th, 2008, "Milani" was called to fix a leak between a pump and a heating pipe in the parkade at 5525. The leak re-occurred on July 28th and "Milani" was called back again;
- On July 28th, 2008, "Lathams" fixed the heating system. One pilot light and a thermocouple were replaced on the heater in the boiler room;
- On July 30th, 2008, "Care Pest Control" removed a wasp nest from the top of the building 5505;
- On July 31st, 2008, "Lathams" fixed the heating system for 5545, 5555 and 5565. They replaced the impeller from heating pump number one in the parkade.
- On August 1st, 2008, "Lathams" was called again to fix the heating system. They repaired a pump and reset the controller in boiler room;
- On August 1st, 2008, "Platinum Restoration" was called to repair the fallen ceiling at #6-5505;
- On August 5th and 7th, 2008, "Coinomatic" was called to fix the washer at 5525.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

It was **MOVED, SECONDED** and **CARRIED** to approve the July 9th, 2008 Strata Council Meeting Minutes as presented.

4. **MANAGEMENT REPORT**

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

Rancho updated the Strata Council on the progress of the Roof Replacement project. Two (2) mockups of the new roof fans were also presented to Council for review. After discussion, the Strata Council gave the Strata Agent a list of questions and concerns to be forwarded to RDH for response.

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

The Strata Agent informed the Strata Council that a second quote will soon be submitted to them for review.

c) **Tree Trimming:**

The Strata Agent presented to the Strata Council a quote from Michael Safronick Tree Care. After discussion the Strata Council instructed the Strata Agent to arrange with the contractor for the removal and trimming of the most urgent trees and bushes that have been growing too close to residents' patios and balconies.

d) **Walkway Repairs:**

The Strata Agent reported to the Strata Council a quote from Black Cat Paving for repairing the sinking portion of the common area walkway. After discussion, the Strata Council approved the quote and instructed the Strata Agent to schedule the repair as soon as possible.

e) **Carpet Cleaning:**

The Strata Agent presented to the Strata Council a quote from ServiceMaster regarding a carpet maintenance program and a one time carpet cleaning of all the common area carpets at the Shawnoaks. After discussion, the Strata Council instructed the Strata Agent to go ahead with the one time carpet cleaning and to ensure that the Cabana is also included in the proposal.

f) **Swimming Pool Heater:**

The Strata Agent presented to the Strata Council a quote from Imperial Paddock Pools Ltd. regarding the replacement of the pool heater. After discussion, the Strata Council decided to **TABLE** this item until Spring 2009.

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:**

On Sunday, August 10th, 2008, Shawnoaks held its summer pot luck with approximately twenty-two (22) people from the complex attending. Everyone had a good time and the Strata Council would like to thank Gerry and everyone on his committee who helped plan and set up the party.

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 June 30th, 2008. It was noted that the total cash on hand was \$98,993.00 which included the contingency fund of 72,153.00

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 concern regarding noisy gutters;
- An Owner asking permission for usage of the pool;
- An Owner requesting tree trimming;
- An Owner sharing concerns regarding the cleanliness of a Residents' balcony;
- An Owner requesting a refund of his plumbing repairs;

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) **Caretaker:**

The Strata Council discussed the situation of the caretaker's salary. After discussion, it was agreed that Vivianna Boicu will get an increase of \$100 per month starting October 1st, 2008.

b) **Plumbing and Water Shut Down:**

Following recent events where some Owners have had flooding issues as plumbing work was getting done in their suites, the Strata Council would like to ask all Owners to notify the caretaker, Vivianna, of any intentions of having plumbing work done in order to avoid problems.

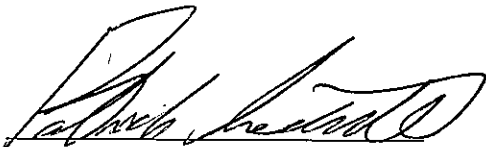
11. **NEXT MEETING:**

The next meeting will be a Strata Council Meeting and has been scheduled for Tuesday, September 9th, 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 8:30 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

EMERGENCY PROCEDURES

(After regular hours)

If you have a building emergency after regular hours, please call Rancho's number at 604 684-4508, which is a 24 hour emergency number, and you will receive instructions on how to contact the answering service operator. Upon doing so, give brief details to the answering service operator. Please note that emergencies include: fires, broken water pipes, stuck elevators, no hot water, stuck garage door and other emergency situations. Please note that we will take no action on any emergency unless we have first talked to the person placing the call. Break and enter and/or vandalism to your automobile or suite should be reported to the Police Department.