

**Strata Corporation VIS 4577**  
**Strata Council 2024-2025**  
**29 July 2024**  
**5 Farrell Drive**

**In attendance:** Sue Atha, Don Bower, Rae Davies, Paul Edelenbos, Walter Scuccato, Fred Smith and Jane Still

Don Bower called the meeting to order at 10:00 a.m..

**Motion** to accept minutes of last meeting July 15, 2024.

Moved by: Jane Still

Seconded by: Walter Scuccato

**Carried unanimously.**

**Motion** to accept minutes of the Annual General Meeting of Owners July 23, 2024.

Moved by: Don Bower

Seconded by: Sue Atha

**Carried unanimously.**

**Election of officers:**

- . The following officers were elected for the year 2024-2025:

President:	Don Bower, 5 Farrell Drive	250-586-5960
Vice-President:	Paul Edelenbos, 3 Farrell Drive	250-954-4213
Secretary:	Rae Davies, 346 Davis Avenue	250-248-2976
Treasurer:	Sue Atha, 18 Farrell Drive	250-539-5530
Infrastructure:	Walter Scuccato, 286 Smith Place	250-895-4999
Member at large:	Fred Smith, 13 Farrell Drive	250-248-8181
Member at large:	Jane Still, 6 Farrell Drive	250-937-9907

- . Attached is an updated contact list for the members of the Strata Council.
- . Although Diana Matsuda has stepped down from Council, she has volunteered to continue to act as Webmaster for the Strata website. Diana may be contacted at [dianamatsuda@shaw.ca](mailto:dianamatsuda@shaw.ca) or 250-226-3971.

**Infrastructure:** Walter Scuccato

- . Water meter readings: considerably higher than the normal range for this time of year given increased usage by residents as well as the water leak at 14 Farrell Drive
- . Strata sanitary septic system: operating normally.
- . Strata irrigation system: operating normally, with minor repairs being carried out as necessary. Watering times have been increased by five (5) minutes based on the advice of the contractor who provides servicing to the irrigation system
- . Water leak at 14 Farrell Drive: On July 16, a leak was discovered at 14 Farrell Drive. Roto-Rooter was called and repaired the leak on July 17 at a cost of \$2,648.78. The leak was caused by a break in the main water line to the house. Arrangements are being made to have the necessary repairs done to the sidewalk and to replace the missing grass.
- . An application was delivered to the City of Parksville on May 22 requesting a reduction of the cost of the water which will be charged to the Strata in the second half of the year. The Strata has not yet received a response to this request. Any reduction would be reflected in the next utility bill. After discussion, it was agreed not to submit a second application to the City of Parksville to address the water leak at 14 Farrell Drive given the risk that it might have a negative impact on the first application which was submitted to the City.
- . The annual inspection of the fire hydrants in the Strata has been carried out.

**Secretary:** Rae Davies

- . The following notices were sent to Strata Owners/residents: possible water shut-off (July 16) and correction (July 16)
- . Form B provided to the realtors in connection with the sale of 23 Farrell Drive.

**Projects:**

- . The Strata's website (<http://www.stratachatter.com>) continues to be updated on a regular basis.

**Notice to residents:** In order to keep the website current and fresh, we welcome the input of all residents. For Strata Chatter to continue to be a useful and relevant communication vehicle, we need everyone to consider submitting ideas and suggestions that would be of interest to the community. All ideas may be directed to the Strata Webmaster at [dianamatsuda@shaw.ca](mailto:dianamatsuda@shaw.ca).

The following **updates** have been made to the website: slideshow of the recent Strata Garden Tour which is accessible from the Home Page, Gallery and Garden Tips pages. Also posted is the latest update of happenings in Shelly Creek.

For the information of Owners, attached is a summary which has been prepared by Diana Matsuda which sets out what can be found on the website together with the information on how to access the site.

### **Finance:**

The necessary steps are being taken to facilitate the transition to the new Treasurer. These include updating the necessary authorizations at the Bank of Montreal and the Strata's post office box at the Parksville branch of Canada Post.

### **Old Business:**

#### *. Purchase of computer and related software for the Treasurer position*

Further to the minutes of the Strata Council of July 15, 2024, in order to make the transition to the new treasurer as smooth and simple as possible and to provide continuity in the data, a computer has been purchased at a cost of \$1,618.53, the computer being an asset of the Strata, and with the annual cost of the related software of \$616.00.

#### *. Adjustment to the curb at 348 Davis Avenue*

The recent replacement of the curb at 348 Davis Avenue has resulted in a change of the grade on Davis Avenue. Water and debris now pool at the curb at 346 Davis Avenue. This is not only unsightly but it restricts the flow of water to the drain which is near Butler Avenue.

Arrangements have been made for the contractor to level the seam between the curbs at 346 and 348 Davis Avenue.

## **New Business:**

- . *Dates for Strata Council meetings for 2024-2025 (to be held at 10:00 a.m.):*

. September 4	5 Farrell Drive
. November 6	18 Farrell Drive
. January 8	346 Davis Avenue
. March 5	3 Farrell Drive
. April 2	286 Smith Place
. May 7	13 Farrell Drive
. June 4	6 Farrell Drive

The Strata Council welcomes any and all comments, questions and suggestions. Strata Owners/residents are requested to do so **in writing**.

- . *Date of Annual General Meeting of Owners*

July 22, 2025

- . *Matters requiring prompt attention*

This is a reminder that e-mail messages that are sent to the Strata Council via the Strata Secretary are not necessarily checked outside what would be considered to be regular business hours. It is therefore suggested that, should an issue come up that is considered urgent and/or requires prompt attention, residents call one of the members of Council who will see that the matter is looked into.

## **Motion to adjourn at 10:50 a.m.**

Moved by: Jane Still

Seconded by: Walter Scuccato

**Carried unanimously.**

Strata Council 2024-2025

Meeting minutes prepared by Strata Secretary Rae Davies, and reviewed by all members of the Strata Council.