

**Strata Corporation VIS 4577**  
**Strata Council 2025-2026**  
**6 July 2026**  
**18 Farrell Drive**

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

Don Bower called the meeting to order at 10:02 a.m..

**Motion** to accept minutes of last meeting June 8, 2026.

Moved by: Fred Smith

Seconded by: Dan Smith

**Carried unanimously.**

**Infrastructure:** Walter Scuccato / Fred Smith

- . Water meter readings: within the normal range for this time of year.
- . Strata sanitary septic system: operating normally.
- . Storm drains: arrangements are being made to have them cleaned out since this was last done in 2024.
- . Strata irrigation system: In accordance with the City of Parksville Level 4 watering restrictions, the system has been turned off.

**Secretary:** Rae Davies

- . The following notices were sent to Strata Owners/residents: City of Parksville water conservation level 4 (June 25) and reminder about City of Parksville water conservation level 4 (July 2)

**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, the input of all residents is welcome. 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@telus.net](mailto:dianamatsuda@telus.net).

The following **update** has been made to the website: an article by Sue Wilson on the various types of berries that can be found growing in the Shelly Creek Park has been added to the Notices page.

**Finance:** Sue Atha

- . A final draft operating budget for the fiscal year June 1, 2026 to May 31, 2027 was discussed. The proposed operating budget will be presented to and voted on by the Strata Owners at the Annual General Meeting to be held on July 23 (see *Old Business below*).

**Old Business:**

- . *Location of Strata utility lines*

Work has recently been carried out by PCI Surveys, a company hired to determine the location of the various utility lines within the Strata. Water, electrical, sewer, gas and cable lines have been mapped out for each Strata lot.

All reports from the survey company have now been received. The Strata is waiting for the hard copies of the drawings but has all of the GPS locations and mapping data available as well as files that allow Owners to locate any of the utility services using Google Earth or a free Autocad Reader program.

The Strata is exploring options for posting this information on the Strata Chatter website but, in the meantime, an Owner who is planning any digging or renovations in their front or side yard should contact Dan Smith, Vice-President of the Strata.

The shut-off valves at some of the properties in the Strata cannot easily be found and arrangements are being made to mark them so they are easy to locate with a simple metal detector. The above-mentioned files have the information to allow them to be easily found with a measuring tape but they will be marked as well.

All but 3 water shut-off valves have been found and the Strata Council has decided, given the potentially substantial cost of trying to locate them and the unlikely chance of needing any of those specific ones in the future, no work will be done in this regard until (or if) the need arises.

- . *Annual general meeting*

The Annual General Meeting is scheduled to take place on **Thursday, July 23 at 7:00 p.m.** at the **Parksville Community Centre**, 223 Mills Street.

The package for the Annual General Meeting will be delivered to the Strata Owners within the time frame prescribed by the B.C. Strata Property Act, i.e. no later than 14 days prior to the date of the meeting.

- . *Complaint about property at 354 Davis Avenue*

A complaint has recently been received about the condition of the property at 354 Davis Avenue and the Strata Council advised the Owner that the situation must be addressed immediately.

Progress is being made to resolve the issue.

## **New Business**

- . *Request for verification of irrigation system at 286 Smith Place*

Because the irrigation system has ceased to function efficiently due to a lack of water pressure, the Owners of 286 Smith Place have submitted a request to the Strata Council that a professional evaluation of the irrigation system be done to resolve the problem.

Various adjustments have been made to the system on the property and the problem seems to have been resolved.

- . *Exterior painting at 351 Davis Avenue*

The Owners of 351 Davis Avenue submitted to the Strata Council proposed paint colours for the exterior of the house. After review, the Owners were advised that the Strata Council had no objections to the proposed paint colours since they are in acceptable shades and tones drawn from cool, warm and earth tones found in a natural setting.

. *Tree planting at 17 Farrell Drive*

The Owner of 17 Farrell Drive submitted a request to the Strata Council to replace a tree in the front yard. The Strata Council has given approval to the Owner to plant a drought-resistant, low maintenance tree.

. *Request for additional sprinkler head at 349 Davis Avenue*

The Owners of 349 Davis Avenue have submitted a request to the Strata Council that an additional sprinkler head be installed in their front yard.

The installation of an additional sprinkler head would be at the Owners' expense.

. *House sitting at 4 Farrell Drive*

The Owner of 4 Farrell Drive has recently passed away and, in accordance with Section 3(8) of the Strata Bylaws, a relative of the deceased Owner will be occupying the property until further notice.

. *Minimum timeframe for responses to requests by Owners*

Given the ever-increasing number of last minute requests to the Strata Council, Strata Owners are hereby advised that all requests to the Strata Council must be **in writing** and sent to the Strata at [vis4577@gmail.com](mailto:vis4577@gmail.com) or, alternatively, hand-delivered to one of the members of the Strata Council.

If the request is not of an urgent nature, the matter will be put on the agenda for the next scheduled meeting of the Strata Council and the Owner(s) will be advised accordingly.

If there is some urgency to the request, a minimum of **seventy-two (72) hours** is nevertheless required from the time the request has been submitted in order for the Strata Council to properly review the request and to provide a response to the Owner(s).

Should an **emergency** issue such as a waterline break arise, the Strata Council should be advised **by telephone** and the issue will be addressed immediately.

. *Annual Neighborhood BBQ*

This year's Strata neighborhood BBQ is scheduled to take place on **Thursday, August 13**. Details will be provided to residents in due course.

**Date of Next Council Meeting:**

The next meeting of the Strata Council is scheduled to be held at 10:00 a.m. on **Monday, July 20, 2026** at 5 Farrell Drive.

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

**Motion to adjourn at 10:40 a.m.**

Moved by: Sue Atha

Seconded by: Don Bower

**Carried unanimously.**

Strata Council 2025-2026

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