

IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

ਗੁਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਘਾ ਕਰਵਾਓ

MINUTES OF THE MEETING OF THE CANOE CLUB RECREATION CENTRE COMMITTEE, HELD ON WEDNESDAY, JANUARY 22, 2020, AT 7:00 P.M., AT THE CANOE CLUB, POOLSIDE LOUNGE AT 501 KLAHANIE DRIVE, PORT MOODY, BC

In Attendance:	Steve Saunders	Salal Representative	BCS 1671
	James Munroe	Boardwalk Representative	BCS 2592
	Mehran Eghtesad	Indigo Representative	BCS 1114
	Vraj Sudra	Tides Representative	BCS 1961
	Steve Abercromby	Inglenook Representative	BCS 1177
Strata Manager:	Susan Russell	The Wynford Group	
Regrets:	Devin Manzer	Sahalee Representative	BCS 2804
	Janice New	Nahanni Representative	BCS 3438
	Resident Caretaker:	Benoit Koch	Canoe Club

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. CARETAKER REPORT

Committee reviewed and discussed the caretaker report.

The report included two very serious incidents that are a concern to the Canoe Club Committee. There was an incident on January 17, 2020 around 8:30 a.m. a group of non-residents were let in and they went to the men's change room and tore off a painting, paper towel and soap dispenser from the wall, sprayed the soap on the walls as well as beer. The police were called and while on the phone with the police, some of the individuals returned and were threatening the caretaker if they were not allowed back in the Canoe Club. The police attended and provided a file number for the incident.

The second incident was on January 18, 2020 and a non-resident owner came to the door and started knocking and asking for access. The person advised that he had forgotten his fob; he was asked for ID and it was not a resident address. The person was advised that access would not be permitted unless they were accompanied by a resident owner. The person proceeded to accuse the caretaker of being racist then returned again with a resident owner, who proceeded with the same accusations. Police were called to attend as the resident owner started yelling and the anger in the owner escalated.

The strata manager was directed to send a letter to the resident owner regarding the second incident who was accusing the caretaker of being racist, and their fob will be deactivated for 3 months.

It is unfortunate that the group of non-residents who vandalized the washroom could not be identified as their fob would have been deactivated as well.

The Committee directed the strata manager to prepare a notice and have each strata post it in their respective buildings to advise that this behavior is unacceptable and to ask all resident owners to make sure their guests are being supervised.

A discussion ensued on the security cameras and access control system and the need to have the system upgraded as the equipment is old.

The reports included the regular maintenance and cleaning duties, cleaning up after rooms have been used, meeting with contractors and snow removal.

The Committee will also be looking into cleaning products and cleaning procedures that city recreation centers use and / or other public places.

3. MINUTES OF THE PREVIOUS MEETING

It was **MOVED / SECONDED** to approve the November 27, 2019 Committee Meeting Minutes, as circulated by The Wynford Group. **CARRIED**

4. ANNUAL / MONTHLY MAINTENANCE

A list of annual / monthly maintenance items was prepared and added to the agenda for Committee to review on a monthly basis.

For the month of January, a draft proposed budget is being prepared and presented to the Committee for review.

5. LANDSCAPE REPORTS

A. Irrigation

Quote in progress.

6. BUSINESS ARISING FROM THE MINUTES

A. Interior Designer / Renovations

The design presentation was completed, the Committee did provide further suggestions over the holiday and Interiors Defined will update the design. It was agreed that the colour design, Westcoast Modern, was liked but the furniture options in Urban Influence was better. Each committee member will present to their respective councils for review and comments. Further information on update from Interior Defined will be reviewed at the next meeting.

B. Hot Tub Renovation

American Pools was onsite January 22, 2020 and their quote will be emailed to Committee along with the quote from Trasolini via email for a final review.

C. Roof – Gutter / Fascia Board

A quote to clean the metal roof was received from ROTban Ultra Cleaning. Their quote advised the cleaning is an immediate significant improvement and is done safely and quickly. ROTban confirms the cleaning will prevent new algae growth and includes a six-month follow up as well as a three-year warranty. The total cost is \$6,760.00 plus GST. It was **MOVED / SECONDED** to approve the quote. **CARRIED**

A copy of roof maintenance quote from Wolf & Wolf was reviewed again and due to approving the cleaning of the roof, the strata manager was directed to have Wolf & Wolf remove the cleaning and revise the quote.

D. Fob Audit

The fob audit for Nahanni and Lodge residents has been completed. A notice is issued to advise the Tides residents their fob audit will begin in February.

E. Depreciation Report.

The strata manager will confirm the day when WSP will be onsite.

F. BC Hydro

The spreadsheet showing the electrical history from 2007 to date was provided by BC Hydro. It was reviewed again and it was agreed to change the rate.

G. Versatile - Building Maintenance

Versatile Maintenance provided a revised list of duties that are specific to the Canoe Club requirements / needs. It was agreed to accept the revised schedule of duties. Once the new duties have commenced, the weekly check lists for cleaning the washrooms will be posted. Both the resident caretaker and Versatile will follow the check list.

H. Security Camera / Access Control System

Fusion Security was unable to attend the meeting, however, will be at the next meeting.

7. NEW BUSINESS

A. Owner Request

An email was received from an owner suggesting to the Committee to consider converting the tennis courts into a larger scale playground as the playground at Indigo is very busy and the level of disturbances for neighbours in the area has increased over time. The Committee discussed the suggestion but, in the end, directed the strata manager to send a letter to the owner and advise that their request was denied.

B. Insurance

Information regarding the extreme increases for insurance were reviewed. These extreme increases are a cause of natural disasters globally and all stratas are seeing increases of up to 70% over 2019. The strata manager was directed to find out if it is an option for the Canoe Club to be insured with a regular commercial insurance provider as opposed to through brokers who insure strata's.

C. Street Lighting

An email was received from an owner to ask if the Canoe Club would consider contacting the city to inform them that the street lighting in Klahanie is underlit; the streets during a rainy dark night are dark. The strata manager will contact the city. However, it might help as well if all the owners / residents in Klahanie were to contact the city as well.

D. Arcade Party Truck

An email was received from an owner asking if Canoe Club would permit an "arcade party truck" to come and park in the visitor parking for a couple of hours for the residents to use. More information will be requested before approving.

8. CORRESPONDENCE

No correspondence.

9. FINANCIAL REPORT

A. Operating Statements

Tabled.

B. Receivables

Reviewed.

C. Draft Proposed Operating Budget

A draft proposed budget was provided for review. A couple of changes will be done and a revised copy will be reviewed again via email.

10. MEETING TERMINATION

There being no further business, the meeting was terminated at 9:45 p.m. The next Committee meeting will be scheduled for **Wednesday, March 18, 2020.**

ATTENTION – LEGAL RECORD

Please keep these minutes as a permanent legal record of your strata corporation's business. Replacement of minutes will be at the owner's expense and not the strata corporation's.

WYNFORD OFFICE HOURS & CONTACT INFORMATION

Office Hours:	Monday to Friday (except for statutory holidays) 9:00 am to 5:00 pm		
General Office:	p: 604 261 0285	f: 604 261 9279	e: property@wynford.com
Website:	wynford.com		
Accounts Receivable:	p: 604 261 0285	press "3"	e: ar@wynford.com
After-hour Emergencies:	p: 604 261 0285	press "1" – for <u>emergencies only</u> outside of office hours	

FAMILY DAY OFFICE CLOSURE

Please be advised that the offices of The Wynford Group will be closed for Family Day on:

Monday, February 17, 2020

24-hour emergency service is provided by calling 604-261-0285