

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 ਉਲੱਥਾ ਕਰਵਾਓ

MINUTES OF THE MEETING OF THE CANOE CLUB RECREATION CENTRE COMMITTEE, HELD ON WEDNESDAY, JUNE 24, 2020, AT 7:00 P.M., ELECTRONICALLY

Council in Attendance:	Mehran Eghtesad	Indigo Representative	BCS 1114
	Ryan McNeill	Tides Representative	BCS 1961
	Steve Abercromby	Inglenook Representative	BCS 1177
	Zygmunt Bogusz	Nahanni Representative	BCS 3438
	Devin Manzer	Sahalee Representative	BCS 2804
	James Munroe	Boardwalk Representative	BCS 2592
Regrets:	Steve Saunders	Salal Representative	BCS 1671
Resident Caretaker:	Benoit Koch	Canoe Club	
Strata Manager:	Susan Russell	The Wynford Group	

1. CALL TO ORDER

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

2. CARETAKER'S REPORT

Discussion ensued around the re-opening of the club. The resident caretaker prepared and finalized the cleaning / procedural plan for the Canoe Club opening of the swimming pool and hot tub. The plan was then sent to Fraser Health who confirmed the plan was approved. Therefore, this meant that Fraser Health scheduled a visit July 2nd to pass the hot tub and pool so opening could be as early as July 3rd.

The Committee confirmed the new rules for the re-opening are approved, but to add to the rules that all residents are to wear a mask when entering the Canoe Club, but can be removed once outside.

The final items needed are masks and gloves for the resident caretakers, hand sanitizing stations, and signage before opening to the community.

3. MINUTES OF THE PREVIOUS MEETING

It was **MOVED / SECONDED** to approve the May 20, 2020 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.

5. **LANDSCAPE REPORTS**

A. Landscape

Silent Gardener confirmed there were no additional repairs due to lawn mower incident from the neighbouring strata.

6. **BUSINESS ARISING FROM THE MINUTES**

A. Interior Designer / Renovations

Interiors Defined has almost completed the updated design and costs on the upgrades.

B. Hot Tub Renovation

Trasolini Pools completed the hot tub renovations and is ready for Fraser Health inspection.

C. Roof Cleaning

ROTban has completed the roof cleaning and actually returned two additional times to make sure the roof was completely cleaned as they promised.

D. Security Camera / Access Control System

The upgrades to the security system are in progress and hope to be completed before the opening.

E. Street Lighting

The City of Port Moody confirmed they have sent their electrical department to assess the lighting along Klahanie Drive.

F. Online Bookings

The Committee is currently testing apps for bookings to be made online. The Committee first wants to confirm security info and privacy regulations. If not ready before opening, the existing booking system will be used.

G. Pickle Ball

The strata manager confirmed that quotes will be obtained.

H. Telus

A cost for internet, wi-fi, telephone of \$170.00 plus \$40.00 for cablevision is the offer they have for the Canoe Club. The strata manager confirmed the paper work is pending.

I. Canoe Club- Re-Opening Plan

As noted at the beginning of the meeting, the rules / plans were reviewed extensively and it was agreed that there is a lot to prepare for with the hopes that the Canoe Club can open on July 3rd. If it can't, a notice will be posted. The rules will be posted in each building as well as posted in the Canoe Club, and will be strictly enforced.

J. 3-Year Update of Depreciation Report

WSP confirmed the report should be finalized the end of the week. If not received, the strata manager will follow up.

7. **NEW BUSINESS**

A. Annual Fire Inspection

Vancouver Fire & Security were on site and completed the annual fire inspection of the fire equipment.

B. Catch Basins

A quote for \$425.00 plus GST to clean two catch basins was received from Canadian Plumbing Systems. It was **MOVED / SECONDED** to approve the quote for two and to add a third that is located in the back of the building. **CARRIED**

8. **CORRESPONDENCE**

A couple of emails and phone calls were received asking when the Canoe Club will open. As noted above, the opening process is in progress.

9. **FINANCIAL REPORT**

A. Operating Statements

The Committee advised that the operating statement for May 2020 were in order. It was **MOVED / SECONDED** to approve May 2020 operating statements. **CARRIED**

B. Receivables Report

The June receivables list was received and reviewed. The one strata lot that is behind in payment of fees in May is still behind. The strata manager will follow up with them.

C. Draft Proposed Operating Budget

The draft proposed budget was revised and approved with the increase reduced to 1.5%. It was **MOVED / SECONDED** to approve the budget. **CARRIED**.

Will be approved at a general meeting to be scheduled in September.

10. **MEETING TERMINATION**

There being no further business, the electronic meeting was terminated at 9:18 p.m. The next Committee meeting will be scheduled for **Wednesday, July 29, 2020, location to be determined**.

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	

BC DAY OFFICE CLOSURE

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

Monday, August 3, 2020

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