

**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

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਵਾਓ

**MINUTES OF THE MEETING OF THE CANOE CLUB RECREATION CENTRE COMMITTEE, HELD ON TUESDAY, AUGUST 4, 2020, AT 7:00 P.M., ELECTRONICALLY**

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

**1. CALL TO ORDER**

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

Steve Abercromby advised the Committee due to the sale of his unit at Inglenook he is resigning from Council and Jim Atkinson would be taking his place on the Canoe Club Committee.

**2. CARETAKER'S REPORT**

As the resident caretaker was unable to make the August 4<sup>th</sup> meeting; the Committee directed the strata manager to ask him to provide an update on how the re-opening is going.

**3. MINUTES OF THE PREVIOUS MEETING**

It was **MOVED / SECONDED** to approve the June 24, 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. Irrigation**

A quote for \$1,993.67 plus GST to install irrigation to the visitor parking was received from University Sprinklers. The strata manager was directed to obtain additional quotes.

6. **BUSINESS ARISING FROM THE MINUTES**

**A. Interior Designer / Renovations**

Interiors Defined completed the updated design and costs to move forward with renovations. It was agreed that it would be best to invite Interiors Defined to the next meeting to go through the concept and costs.

**B. Street Lighting**

The City of Port Moody confirmed they have sent their electrical department to assess the lighting along Klahanie Drive and would provide an update shortly.

**C. Pickle Ball**

A quote for \$1,900.00 plus GST to paint lines for pickle ball on the tennis court. Additional quotes pending.

**D. 3-Year Update of Depreciation Report**

WSP completed the 3-Year update for the depreciation report and a draft copy was emailed for the Committee to review. The strata manager will email to the Committee for review.

7. **NEW BUSINESS**

**A. Re-Opening**

Discussion ensued on the opening of the Canoe Club and at the next meeting, the Committee will review the update that the resident caretaker will be submitting.

**B. Annual General Meeting**

A date for the general meeting will be decided at the next meeting.

**C. Steam Room**

A quote for \$36,500.00 plus GST to turn the steam room into a dry sauna. The Committee agreed the cost to convert the steam room to a dry sauna was more than expected, therefore the steam room will not be converted.

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 June 2020 were in order. It was **MOVED / SECONDED** to approve June 2020 operating statements. **CARRIED**

**B. Receivables Report**

The August 4, 2020 receivables list was received and reviewed. The one strata lot that is behind in payment of fees and is still behind. The strata manager will follow up with the strata manager for that strata.

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 **Tuesday, September 15, 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**

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

**LABOUR DAY OFFICE CLOSURE**

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

**Monday, September 7, 2020**

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