



# Crossbow Chatter

## Fall Into Winter

We hope you have had a wonderful Thanksgiving and have enjoyed the beauty of the fall season at Crossbow Point!

The board of directors has been very busy over the summer and fall months, undertaking maintenance projects and outfitting buildings with new energy efficiencies.

Almost 600 underground garage and pool area lights were transitioned to LED over the summer. LED is an environmentally-friendly option that will now provide operational cost savings.

As part of our lifecycle maintenance plan, all hot water tanks have been

successfully replaced.

After discovering that roof grouting had broken loose in a few spots, roof repairs and an inspection were conducted. A new inspection schedule was put in place to ensure that needed repairs are identified early.



Larch trees behind Crossbow Place

Landscaping work was undertaken to address a low spot where water would often pool. The board is also investigating the value of arborist services to give Crossbow trees a checkup and professional pruning in spring 2017.

Finally, for convenience, parcel mailboxes will be installed in the entryways of both 155 and 175 so residents no longer need to run to the post office to pick up parcels or mail small items.

The board of directors remains committed to high quality maintenance of our condo and finding efficiency when possible.

## QUICK NOTES

### FLOOD MITIGATION

Canmore Town Council approved long-term flood mitigation plans for Three Sisters Creek. Construction will occur in 2017. Visit [www.canmore.ca](http://www.canmore.ca) for full details. The Town invites feedback; direct queries/

comments to the Town rep, Danika Medinski at 403.678.1548 or email [dmedinski@canmore.ca](mailto:dmedinski@canmore.ca).

### CARD OF THANKS

Thank you to the Social Committee for organizing the terrific summer BBQ;

to Cliff and Kent for organizing beach parties and pétanque games; and to Jim and Peggy for taking care of the flowerpots over the summer. You truly enrich our Crossbow community!

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### Mark Your Calendars:

- November 26 @ 6 PM: Crossbow Christmas Decorating
- December 10 @ 5 PM: Crossbow Point Christmas Gathering
- January 7 @ 12 Noon: Crossbow Point Annual General Meeting; 3 PM Happy Hour
- Tuesdays @ 10 AM: Coffee Time
- Daily @ 2:00 PM: Walking Group

# ANNUAL GENERAL MEETING

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Mark your calendars! It's time once again for our condo's AGM.

**Crossbow Point  
Annual General Meeting  
Saturday, January 7, 2017  
12:00 Noon**

**Coast Hotel, 511 Bow Valley Trail**

At the AGM, your board of directors will provide a report on items undertaken this past year, details on the recent Reserve Fund study, annual financial statements, and opportunity to vote for those who will represent you on the board. This is also your

## Annual General Meeting



chance to ask questions and offer input on items of importance to you.

If you are unable to attend the meeting in person, your vote is still important to achieve quorum! Please complete the proxy form available at [www.crossbowpoint.com](http://www.crossbowpoint.com) and submit using one of the following:

**Email:** [info@peka.ca](mailto:info@peka.ca)

**Fax:** [403.678.4990](tel:403.678.4990)

**Mail:**

PEKA Professional Property Management  
105, 1002 8th Avenue  
Canmore, AB T1W 0C4

After the AGM, Crossbow Point owners and residents are invited to join us for:

**Happy Hour**

**3:00 to 5:00 PM**

**Great Room**

**Owner's Fireside Lodge**

Please bring your beverage of choice and help us toast a successful AGM!

## SMOKE DETECTORS

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Safety agencies including fire departments recommend replacing smoke detectors every ten years. Crossbow Point's smoke detectors were installed during original construction and are now over the ten year mark. The board is currently reviewing options and would like to hear from any owner(s) who have replaced the wired smoke

detector(s) in their unit. Please contact us at [crossbow.chatter@gmail.com](mailto:crossbow.chatter@gmail.com). Additional information will be provided as this project moves forward.

Our thanks to all residents and guests that participated in the fire drill on October 15. Forty people and one dog participated, representing twenty-

three different units. Evacuation was achieved in 4 minutes, 30 seconds. Just a reminder that if this had been a real fire situation, the fire would have grown 32 times in that amount of time! When you hear the fire alarm, please exit quickly for your personal safety and for the safety of potential first responders.

## MULTIPLE VEHICLE PARKING

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A number of condo residents have expressed an interest in parking more than one vehicle in a single stall in the underground garage. Interest has come about, most often, from those that own a car and motorbike or two small cars that could comfortably fit in a single parking stall.

The board of directors reviewed and discussed the restrictive covenant regarding parking, and found that dual parking could be allowed. The board has established several conditions:

**Safety.** Both vehicles must fit entirely within the titled parking stall. Vehicles may not block access to any common area.

**Community.** Vehicles may not make excessive noise, emit offensive odors, or cause concern to neighboring stalls.

**Value Retention.** Vehicles must be in working order, not cause an eyesore or be seen to be reducing property value in any way.

**Align With Requirements** outlined in

the Restrictive Covenant, specifically Clause 7 and Clause 9.

**Board Approval** is required prior to dual parking in any stall. Additional information and an application form can be found on our website at [www.crossbowpoint.com](http://www.crossbowpoint.com).

Questions can be directed to any board director or by email at [crossbow.chatter@gmail.com](mailto:crossbow.chatter@gmail.com).

Thank you for your feedback! Your input helps us to make good decisions

# CHRISTMAS GATHERINGS

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Join us for a fun and festive evening when we put up the Christmas tree and decorate the Great Room!

**Saturday, November 26**  
**6:00 PM**  
**Great Room**  
**Owners' Fireside Lodge**

Your help is sincerely appreciated.

All residents of Crossbow Point are invited to join us for our ever-popular annual Christmas party!

**Saturday, December 10**  
**Social Hour at 5:00 PM**  
**Dinner at 6:00 PM**  
Owners' Fireside Lodge

**Please bring a hot veggie dish or salad to share and your beverage of choice.**

The Social Committee will provide roasted turkey, potatoes, stuffing and cranberries. Dessert will be supplied.

Christmas cheer to follow dinner, including music, carols, and social time with your neighbors.



# AMENITIES

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## **OWNERS' FIRESIDE LODGE HOURS**

Lodge (building) - 6:00 AM to 11:00 PM (alarmed for security after hours)  
Swimming pool and hot tub close at 10:30 PM

## **OWNERS' FIRESIDE LODGE ACCESS**

Anyone under 18 years of age must be accompanied by a parent or owner to be permitted inside the Lodge.

## **BOOKING THE MOVIE THEATRE**

To book the theatre, log your reservation (name, unit # and bldg. #), in the appointment book located near the theatre. Theatre keys can be obtained from Dorothy at 403-678-6795. In Dorothy's absence, contact Susan at 403-679-1091.

**BOOKING THE GREAT ROOM:** Refer to our website for details and pricing.

**BOOKING A GUEST SUITE:** Four are available, and a user agreement is required. Cost is \$35 per night plus a one-time cleaning charge of \$25. To book a guest suite, contact Marsha at 403-678-3678.

# CONTACT INFORMATION

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**PEKA ASSISTANCE:** Contact PEKA at 403-678-6162 during regular business hours (Mon - Fri, 8:30 am - 5:00 pm). Email to [info@peka.ca](mailto:info@peka.ca).

**EMERGENCY (PEKA) ASSISTANCE:** For immediate assistance to mitigate property damage (including but not limited to fire, flood, water leaks, loss of heat), contact PEKA at 403-678-6162 during regular business hours or 403-678-7936 after hours.

**SECURITY:** Spillett Security Group provides patrol and security services to Crossbow Point and its residents. This includes dealing with noise and other disturbance complaints, trespassing infractions and assisting with condominium by-law enforcement issues. Contact at 403-493-4661. For Police, Fire and Ambulance call 911

## **COMMENT BOX:**

Your thoughts on any condo matters are welcomed. Email us at [crossbow.chatter@gmail.com](mailto:crossbow.chatter@gmail.com).

**NEWSLETTER:** Feedback is welcomed. Feel free to email us at: [crossbow.chatter@gmail.com](mailto:crossbow.chatter@gmail.com).

**WEBSITE:** Newsletters, other condo documents and much more valuable information is available on our website, [www.crossbowpoint.com](http://www.crossbowpoint.com). PEKA's website also carries a number of documents (click on the tab 'Condominium Management').

## **BOARD OF DIRECTORS 2016:**

President:	David Minifie
Vice President:	Don Lawrence
Treasurer:	Anne Forbes
Secretary:	Gottfried Haase
Director:	Brent Robertson

# CHATTER TO REMEMBER

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**PEKA KEYHOLDER SERVICE:** Please ensure that PEKA has a copy of your unit's entry key. Quick access to your unit may be required in an emergency or maintenance situation. Depending on the incident and circumstances, the unit owner may be charged if a locksmith is required or if the door needs to be knocked down to gain access.

**WINTER HEATING:** Condos are at greatest risk of water damage from failed water lines and/or frozen pipes. Please ensure you are protected from accidental water damage, especially in the winter season:

1. Inspect dishwasher, fridge and washing machine lines. Do not leave them running during your absence.
2. Allow air flow around baseboard heaters; do not block with furniture. Inspect baseboard heaters to be sure they are in working order. If they do not seem to be heating regularly or suddenly "bang", call a plumbing contractor to address the issue.
3. Set your thermostat at 20C or higher year round. Do not use your fireplace as a primary heat source.
4. Close windows when it is below 0C outside. Do not leave windows open in cold weather while you are absent.
5. Check your unit daily, or arrange for PEKA to provide a Vacant Property Check.

**FIRE EXTINGUISHERS** (within your unit): The Board recommends that all residents have on hand, and stored well away from any potential sources of flame or fire, a fire extinguisher certified for multi-class fires such as a Classes A, B & C; the extinguisher should be of 5 pounds minimum. A fire extinguisher is a contingency in the event of a small fire and must always be easy to reach. Remember to check your fire extinguishers at least once a year. Replace a fire extinguisher that is 10 years or older.

**INSURANCE:** Each owner/tenant is responsible for insuring personal contents and valuables inside their unit, as well as maintaining liability coverage. We suggest checking with your insurance agent to ensure that you have appropriate coverage through your condominium insurance policy.

**PETS:** If you have a pet, or are considering acquiring one, please be certain to consult the condominium By-Laws (68-a-iii). Dogs must not exceed 18 inches (46cm) in height, measured at the withers. All dogs must be on a hand leash at all times. Pick up after your pet. NO pets whatsoever are permitted in Guest Suites.



**PARKING:** We advise that parking or stopping on our access road, Crossbow Place, is not permitted as it presents a danger due to incoming and outgoing traffic. In addition, this road is an emergency access route. Overnight resident parking is not permitted in our outside parking lot.

**OIL LEAKS and SPILLS:** Owners/tenants are responsible for preventing oil leaks in our parking areas. Should a leak occur, it must be cleaned up immediately by the responsible owner/tenant.

**BICYCLES:** We remind you that bicycles stored on common property in the garage must not interfere with any tenant parking, and must have a tag with the owner's name and unit/building number, if not, the bicycle will be removed.

**EMAIL:** We have an email list of over 80 Crossbow residents. Newsletters and occasional memos will be sent out to this list. Email is the most timely way to receive materials, and the only way to receive certain announcements and materials. Please contact us at [crossbow.chatter@gmail.com](mailto:crossbow.chatter@gmail.com) if you are interested in joining our email list. For now, newsletters will continue to be mailed via Canada Post to owners and residents. In the future, we are considering not mailing newsletters and only sending newsletters by email. Please sign up now.

**RENTING:** For owners renting their units, the Board strongly recommends utilizing a professional property management company. Careful selection and monitoring of renters ensures that the owner's investment is protected and the Crossbow community is not negatively impacted by negligent or non-complying renters. Professional management companies, such as PEKA, have expertise and experience in managing rental units, and extensive knowledge about current provincial and municipal regulations. If a unit is rented, the owner must register the tenant with PEKA (Unit Leasing Form). This ensures the tenant, in addition to the owner, receives correspondence regarding the condominium such as newsletters and notices.