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General Thank You's

While Covid-19 continues to be a barrier to many of our activities, the work of volunteers has continued in many ways. Your volunteer Board members David Minifie, Anne Forbes, Ron Davies, Marthe Boissonnault, and Jamie Konecny, on behalf of owners and tenants, want to thank all the individuals who have supported our Crossbow Point community. To name a few, this includes Cliff Block, Lynn Kemshead, Jenn

Houston, Yolanda Machan, Lawrence Nyman, Pam Walsh, Gottfried Haase, Nick Demianschuk, Anne Marie MacIsaac, Virginia Haase, Joan Kolubinski, Barb Amping, Dale McIntosh, Henri Ferguson, Bernard Ouellet, Robert Reed, Kevin Houston, Gary Peters, Gary Hansen, Judy Hansen, Lloyd Hokasono and many other contributors to our community.

We also want to thank our property management firm, PEKA, and specifically Gibson Rencz and his assistant, Becki Brouwer, and their 'behind the scenes' colleagues for their professional services to us. With the support of PEKA, we utilize quality vendors and value the working relationships that have been nurtured over the years.

Operational Updates

Annual General and Committee Meetings (AGM/ACM)

Owners are reminded that on March 12, 2021, the Board issued an email advising that the Annual General and Committee Meetings continue to be deferred this year due to Covid-19 restrictions and considerations. Included with that email, were copies of two financial reports; one for consolidated Crossbow Point and Landing operations, and the second report covering Crossbow Point operations. In addition, a detailed annual report was provided by the Board of Directors. If owners have not yet reviewed those documents, they are encouraged to do so.

Board of Directors

Jamie Konecny, a long term resident of Canmore and recent owner, was appointed as a Board Director as of March 1, 2021. Jamie has lived in Canmore since 2004 and works as a Financial Advisor with Edward Jones, Canmore. He has undertaken volunteer commitments through the Bow Valley Chamber of Commerce, the Rotary Club of Canmore, and the Canmore Seniors Association. Jamie will add to the Board's diversity of knowledge and we know that he fully supports the team environment that the Board has strived to maintain over the years. Jamie replaced Gottfried

Haase, who retired from the Board in June 2020 after having served 4.5 years on the Board. We express our deep gratitude to Gottfried for his service on behalf of all owners/tenants.

Bylaws Update

A joint project to update the Bylaws remains ongoing by the Crossbow Point and Landing project teams, including all Board members. The input of Crossbow Point owners was solicited at two meetings over the past year. The next major step in the process is to update the legal drafting of the proposed Bylaws in preparation for presentation to owners. In order to become our governing



CROSSBOW FACEBOOK PAGE

Some residents may be aware of, or have joined, a Crossbow Point Facebook page. Please be advised that this social media outlet was established by a resident and the opinions and content therein are solely those of the participants.

While the Crossbow Point Board of Directors is not involved in the Facebook page, we are always available to answer questions and provide the most up to date information. Any and all questions will be answered promptly by contacting us through our website at crossbowpoint.com and clicking on the Contact Us tab.

Bylaws, 75% of owners will need to approve the proposed Bylaws. More information will be provided as this work progresses.

Social Events

Due to Covid-19 restrictions, no social events are currently planned. However, we are optimistic that with a good uptake of the vaccines, continued Covid-19 restriction

compliance by owners/tenants, we will be able to once again gather to celebrate our Crossbow Point community. We are hopeful that summer will provide us with one or more outdoor opportunities. Any plans will be initiated by your Social Committee. We thank owners/tenants for continuing to support the Social Committee through the donation of their

refundables.

Website

In February 2020, our www.crossbowpoint.com website was significantly upgraded with a new look, feel and formatting. Feedback from owners/tenants has been extremely positive. We thank Anne Marie MacIssac for her support to owners/tenants.

COVID-19 ALERT:

Please follow Alberta Health Services requirements and guidelines, including vaccination, visitor and social

gathering restrictions, mask use, social distancing, sanitizing your hands, and disinfecting high touch

surfaces. Together, using best practices, we can maximize the safety of ourselves and others.



Maintenance Updates

Covid-19 - Reopening of Amenities Progress/Program

To say this has been a challenge for your Board is a gross understatement. However, we're committed to supporting the safety of owners/tenants through compliance with Alberta Health Services (AHS) guidelines and restrictions, and

regularly reviewing AHS guidance. The Board strives for timely action through operations support in combination with individual safety. As all owners/tenants know, we lost much use of our Amenities buildings over the past 12 months. The Board's practice is to provide relaxed restrictions such as the scheduled use of the pool/hot

tub and other facilities when possible, and where it makes sense to do so based on risk assessments. We thank our owners/tenants who have been very proactive and supportive of safety protocols. We appreciate your understanding, cooperation, and efforts in keeping our community safe.

As a reminder:

Visitors: Guests or visitors are NOT permitted on our premises, except as required for deliveries, repairs, contractors, medical services, and the like. However, as per AHS guidelines, people living alone are permitted guests consisting of up to two ongoing designated individuals.

Contact tracing: There will be no monitoring/supervision other than the recording by the existing booking system, video cameras and the FOB access system. The on-line booking

system and FOB access system will be used for Contact Tracing if so required.

Washrooms/change rooms: should be used only in an emergency. However, the 'cleansing shower' located within the swimming pool area will remain available and should be used immediately prior to and after using the facility.

Dry Sauna, Steam room and the Gym: will remain closed for the time being.

Preventative Maintenance and Safety Program

Ongoing annual inspections and replacements of log work on balconies and patios continues with a few rail/spindle sectional replacements. As well, worn and damaged caulking will continue to be replaced in areas to ensure reseal around windows, doors, and other perimeters.

General Annual Cleaning

The annual Garage Cleaning and Window Washing are scheduled again for this year. In order to make arrangements, owners will be notified in a timely manner.

ONLINE CONDO FEE PAYMENTS

Condo fees can now be paid online using a credit card or direct withdrawal from your bank through the PayQuad system. PayQuad is a third-party payment system recently adopted by PEKA for this purpose. A transaction fee applies

Sign up by visiting www.payquad.com.

Questions can be directed to PEKA by telephone at 403.678.6162 or by email at info@peka.ca.

AMENITIES

OWNERS' FIRESIDE LODGE

Building: 6:00 am - 11:00 pm (alarmed for security after hours).

The swimming pool and hot tub area is now available to access through the booking system.

ACCESS:

Due to Covid-19 there is only limited access to the Lodge. The sauna/steam room and gym remain closed at this time.

BOOKING THE MOVIE THEATRE

Current limited capacity: up to 8 persons only

To book the theatre, log your reservation in the appointment book located near the theatre.

CONTACT INFORMATION

PEKA ASSISTANCE: Contact PEKA at any time by calling 403-678- 6162. Email info@peka.ca. PEKA can be reached 24 hours a day, 7 days a week, 365 days a year for immediate assistance to mitigate property damage (including but not limited to fire, flood, water leaks, loss of heat), calling 403-678-6162 Ext 8.

SECURITY: Spillett Security Group provides patrol/security services to Crossbow Point residents. For noise/disturbance complaints, trespassing and assistance with condo by-law enforcement issues from 10:00 pm to 6:00 am, 7 days a week, call

403-493-4661. For emergencies that require Police, Fire, or Ambulance, call 911.

MAINTENANCE: In the event of a common property area spill, non-working electrical or mechanical item, contact Cliff at mtn.springs106@gmail.com

BOOKING A GUEST SUITE:

(Due to COVID-19, guest suites are not available for booking.)

Four are available, a user agreement is required. The cost is \$35/night plus a one-time cleaning charge of \$25. To book a guest suite, call Marsha at 403-678-8584.

BOOKING THE GREAT ROOM:

(Due to COVID-19, the great room is currently not available for booking.)

See our website for details and pricing.

WEBSITE: Condo documents, newsletters and additional information is always available at www.crossbowpoint.com. PEKA's website also carries a number of documents (click on the 'Condominium Management' tab).

COMMENTS: Your thoughts on any condo matter are welcomed. Contact us through our website at www.crossbowpoint.com and click on the Contact Us tab.

CHATTER TO REMEMBER



PEKA KEYHOLDER SERVICE: Ensure that PEKA has a copy of your unit's entry key or code. 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.

GARBURATOR USE: Clogged drains are an inconvenience and garbage disposal repair can be costly. Don't pour grease, oil or fat into your garbage disposal or drain. Grease will accumulate and impede the disposal's grinding ability as well as clog drains. Be sure to run the water for at least 30 seconds after using the disposal. More information is available on the internet by searching "proper garburator use".

RECYCLING REMINDERS: Our recycling bins are filling up fast! This means that these materials are not ending up in the landfill.

1. Ensure that all items are empty and clean.
2. Do not bring items from a place of employment or business. Crossbow Point household materials only.
3. Flatten cardboard boxes including small ones such as tea or Kleenex boxes.
4. Moving boxes and large appliance boxes are not permitted in our recycling bins.

FIRE EXTINGUISHERS (within your unit): The Board recommends that all residents have on hand, and stored well away from

any potential sources of flame, 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 annually. 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 insurance policy for water damage and other damages for which you may be held accountable. You should note that the maximum insurance deductible under the new Regulations is \$50,000. A copy of the Condo's most recent insurance certificate is available on our website and through PEKA's website (tab 'Condominium Management').

PETS: If you have a pet, or are considering acquiring one, be certain to consult the condominium By-Laws (68-a-iii). Dogs must not exceed 18 inches (46cm) in height, measured at the shoulders. 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 other than in exceptional circumstances.

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

TIRE STORAGE: Storage of tires is not permitted within titled parking stalls. All tires and rims must be stored inside storage lockers.

EMAIL: Email is most timely, and the only way to receive certain announcements and materials. If you are interested in joining our email list, send a note to our website at www.crossbowpoint.com and click on the Contact Us tab. Please sign up now.

RENTING: For owners renting their units, the Board strongly recommends using 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.

AirBnB arrangements are not allowed at Crossbow Point.

Additional information can always be found on our website at www.crossbowpoint.com.