



# *Spring Creek*

## PROPERTY OWNERS ASSOCIATION



The Board of Directors would like to extend a warm welcome to you and your family!

Our Property Owners Association works hard to make our neighbourhood a friendly, beautiful and special place to live.

We cannot wait to meet you and wish you the best as you settle into your new home.

# WELCOME TO SPRING CREEK!



# WHAT WE'RE ABOUT

The Spring Creek Property Owners Association (POA) is managed by:

- A volunteer Board of Directors
- A part-time Spring Creek Community Events Coordinator
- PEKA Professional Property Management

Together they work to build community through initiatives including:

## **LANDSCAPING and ENVIRONMENTAL MAINTENANCE**

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Spring Creek takes pride in the aesthetics of the community and maintains the common lands to a higher standard than other developments in Canmore. Your annual POA fees covers the cost of maintaining this standard of excellence, which includes:

- Monitoring and liaising with contractors to ensure superior aesthetics
- Facilitating landscaping and snow removal for POA lands and pathways
- Annual cleaning of neighbourhood creeks
- Monitoring and reporting requirements for POA geothermal irrigation wells
- Ensuring cleanliness of the Town of Canmore garbage, recycling and dog waste containers

## **COMMUNITY DEVELOPMENT**

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The POA Board of Directors is committed to supporting projects that make Spring Creek a beautiful, safe and enjoyable place to live. As our community grows, the scope of these projects also increase. These projects, funded by your POA fees, include:

- Required maintenance and repairs of all common POA lands and assets
- Determining the annual budget and managing POA finances
- Negotiations with the Town of Canmore on initiatives such as parking, signage, and infrastructure
- Performing annual grounds and asset inspections

## **COMMUNITY-BUILDING EVENTS and SOCIAL GROUP ACTIVITIES**

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Our Social Ambassadors are dedicated to having a variety of activities that are tailored to our owner's interests. A portion of your annual POA fees funds the cost of these events and activities, including:

Traditional Annual Community-Building Events

- Summer Block Party & Duck Races
- Family Day Skating Party
- Spring Creek Clean-Up
- Post-AGM Pizza Party
- Annual Holiday Party

Other self-funded Social Program activities

- Monthly Mountain Mixers
- Local restaurant outings
- Annual Chili cook-off
- Hiking & biking
- Cross-country skiing
- Downhill skiing
- Snowshoeing

## **SAFETY**

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Our team is committed to ensuring the safety and care of all Spring Creek residents by:

- Developing and implementing neighbourhood security plans
- Monitoring paths for safety concerns

## **ALL BOARDS COMMITTEE**

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The POA coordinates connection between the residents of each condominium board to:

- Collaborate on common goals
- Share common issues and concerns
- Partnering on maintenance and repair needs for better cost savings
- Monitoring and reporting requirements for geothermal wells
- Monitoring and sharing maintenance and insurance trends
- Reserve fund studies and sharing recommendations

# STAY CONNECTED

## WEBSITE

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Visit the Spring Creek POA website at [www.springcreekpoa.ca](http://www.springcreekpoa.ca) to access the following:

- Monthly newsletter
- Events and activities registration
- Upcoming events and activities calendar
- Links to all bookable facilities

Email our Spring Creek Community Events Coordinator at [springcreekpoa@hotmail.com](mailto:springcreekpoa@hotmail.com) to be added to our owner's email database to receive upcoming events and activities notifications and reminders.

## FACEBOOK

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Join our private Facebook group **Spring Creek Property Owners' Association – Canmore, Alberta, Canada** for updates from local venues, conversations with your neighbours, and all the latest from the POA. Be sure to answer the membership questions to gain access!

## OPERA HOUSE NOTICE BOARD

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There is a notice board outside of the Opera House for posting community information. To inquire about posting, please contact Spring Creek Vacations at 403-678-5108.

## MONTHLY NEWSLETTER

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Each month, PEKA Professional Property Management emails our owners a newsletter to keep owners updated on the happenings in the neighbourhood. Our [www.springcreekpoa.ca](http://www.springcreekpoa.ca) website also has the most recent newsletter posted.



# CONCERNS? WHO TO CALL

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## **SPRING CREEK DRIVE**

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If you have concerns about anything related to the main arterial road (including parking, snow removal, signage, etc.), please call the Town of Canmore Bylaw Services at 403-678-4244.

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## **MEWS ROADS (SPRING CREEK SIDE STREETS)**

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These streets are owned by the condo corporations. If you have questions or complaints, please contact your condo association or PEKA Professional Property Management at 403-678-6162.

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## **NOISE AND NUISANCE**

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For disruptive behaviour or noise complaints in other units or the neighbourhood, please call the RCMP non-emergency line at 403-678-5516.

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## **LANDSCAPING**

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For any concerns about landscaping, please visit the PEKA Professional Property Management Client Portal at [www.peka.ab.ca](http://www.peka.ab.ca). Click on CONDOMINIUM OWNER > INQUIRIES > General Inquiry to submit your concern.

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## **BUILDING CONCERNS AND QUESTIONS**

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If you are seeking information specific to your building, please contact PEKA Professional Property Management or your condo board.

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## **COMMUNITY CONCERNS AND QUESTIONS**

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If your question does not fall into one of these categories, please call PEKA Professional Property Management at 403-678-6162 to be directed to the appropriate source.





# NICE TO KNOW

## BOOKABLE FACILITIES

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Spring Creek owners receive special booking rates at our facilities. To book, please call Spring Creek Vacations at 403-678-5108 or use the QR codes below:

Canmore Opera House  
400 Spring Creek Drive



A place for neighbours and visitors to gather and connect.

Spring Creek Fire Pit



Adjacent to the Canmore Opera House.

## SHOPS AND RESTAURANTS

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You don't need to travel far from your home to shop for the basics or to pamper yourself.

Visit the variety of shops, galleries, and services available within Spring Creek! For information on the businesses in Spring Creek, follow @springcreekshopsandgalleries on Instagram.

## NEIGHBOURHOOD MULTI-USE PATHWAYS

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Spring Creek pathways are multi-use. Please be courteous to other pedestrians and cyclists. When cycling, please travel at a reasonable and controlled speed, and be courteous to slower traffic. Be sure to announce "on your left" when passing.

## COMMUNITY BICYCLE RENTALS

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Cruiser style bicycles are available to rent on a first come first serve basis from Spring Creek Vacations and the Malcolm Hotel. A waiver must be completed at the time of usage.

Cycling is not allowed on Spring Creek sidewalks.

# ANNUAL FEES

Each Certificate of Title has a Registered Encumbrance in favour of the Spring Creek POA. This allows the POA to charge each owner an annual fee. Membership is valid from January 1<sup>st</sup> to December 31<sup>st</sup> and fees are due in January each year.

2025 Fees: \$325.00 + GST = \$341.25

## **PAYMENT OPTIONS**

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PEKA Professional Property Management collects fees on behalf of the Spring Creek POA. Fees can be paid by the following methods:

Preauthorized Payment Service (Automatic Withdrawal): You may elect to use the banking information already on file with PEKA currently being used for payment of your monthly condominium contributions or provide alternative bank account info. Please contact PEKA to set up annual withdrawals on the first business day of each year.

Post dated cheque: Made payable to Spring Creek Property Owners Association. Post-dated cheques should be dated for the 1<sup>st</sup> of January of each year and mailed to PEKA Professional Property Management at #105, 1002 – 8<sup>th</sup> Avenue, Canmore, Alberta T1W 0C4.

With the PayQuad portal on the [peka.ca](http://peka.ca) homepage, you have the ability to pay by credit card. Please contact [support@payquad.com](mailto:support@payquad.com) to implement this service. A transaction fee of 2.5% of the total transaction value will be charged by PayQuad. Your PayQuad account can be set up at any time.

For questions regarding fees, please contact [ar@peka.ca](mailto:ar@peka.ca).

## **WHO PAYS POA FEES?**

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- Every homeowner pays for each unit owned
- Commercial properties pay based on one fee per 1,000 square feet
- Origin at Spring Creek pays a per unit fee
- Hotels in Spring Creek pay one fee per hotel room



# CONTACT US

POA Board of Directors  
[springcreekpoa@hotmail.com](mailto:springcreekpoa@hotmail.com)

Spring Creek Community Events Coordinator  
[springcreekpoa@hotmail.com](mailto:springcreekpoa@hotmail.com)

Website  
[www.springcreekpoa.ca](http://www.springcreekpoa.ca)

Facebook  
*Spring Creek Property Owners' Association – Canmore, Alberta, Canada*



*Spring Creek*

**PROPERTY OWNERS**  
A S S O C I A T I O N

