

**POINTS WEST**  
**ANNUAL GENERAL MEETING**  
The owners of Condominium Plan # 882-2999

**Minutes for Sunday May 20, 2007**

1. Call to Order:
  - President Ken Sorenson Lot # 106 called meeting to order at 10:12 am.
  - Ken welcomed everyone and introduced the current board members.
  - Ken introduced Tracy Leiper Lot #11 as the new Secretary
2. Calling of the roll and certifying Proxies:
  - Ken reminded everyone the except for matters requiring a special or unanimous resolution, all matters shall be determined by a majority vote.
  - 1 vote per lot number.
  - Co-owners are entitled to one vote only.
3. Proof of notice of meeting:
  - 58 lots were represented including 3 by proxy.
4. Approval of AGM minutes from 2006
  - Motion:
  - Rod Stagg Lot #40 made a motion to accept the minutes of the 2006 annual general meeting held May 21, 2006 seconded by Ivan Hamel Lot #61.
  - Motion Carried by the owners.
5. Business Report:
  - a) Treasurers report:
    - 2006- 2007 Financial statement shows an income of \$116,080.00 with expenses of \$99,000.00 for a balance of \$ 17,080.00 brought forward.

**Income:**

- Income is derived from: Condo Fees, Gate Key sales, Laundry, Estoppel Fees, Club House rentals, misc.
- Condo fees have been increased to \$1000.00 per year due June 1, 2007. The Board did not feel it was necessary to increase the Condo fees the full 5% per year as per the bylaws. They will only increase fees when it is necessary to do so.
- 2007- 2008 Budget is set at 119,000.00.

**Expenses:**

- Normal operation expenses ie: repairs and maintenance, gasoline, club house, Communication expenses mail, phone, property taxes, caretaker fees, office supplies, reserve fund.
- Scrap and repaint washrooms floors.
- New gate.
- Road Repairs.
- New Laundry equipment.
- Increase in Garbage fees.
- New pool liner (only have to pay 50% as we have warranty).

**Reserve Fund:**

- The Reserve study states our park is in fairly good shape.
- We will need to consider the Power upgrades as a discussion item. When we find out the costs we will have to vote on this issue.
- Sue Mackie Lot #101 wants to know if Solar Panel Power was part of the study as we should try to be more environmentally friendly. It was not however, this is a very good suggestion.

**Motion:**

- Carla McCrae Lot #34 motioned to accept the 2007-2008 budget. Greg Coulter Lot #64 seconded the motion.
- Motion Carried by the Owners.

b) Presidents Report by Ken Sorensen:

- Ken states we share a very beautiful park!
- We must take care of our park and keep our investment well cared for.
- Ken raises the importance of everyone getting involved to keep our park beautiful. He reminds us to nominate and be nominated to the board. The board members are all volunteers and try to do there best. Ken wants us to get involved with committees and to offer our professional skills when needed. Collectively we are a talented group who can promote the overall beauty of the park.
- Ken introduced the new Caretakers Bobbie and Benji:
- This is the first time we have had off site park caretakers. Any issues should be written and given to Tracy the Park secretary on Saturday

mornings. As this is the first time we have had offsite park caretakers we will notice things have to be done a bit different.

- Stan Sauve Lot # 37 asks how many quotes did we get on lawn care? The board replies they did get 2 tenders but this one was the only full package quote.
- Ivan Hamel Lot #61 asks if the contract is from April 15 to October 15 and are maintenance services are included? The board replies it is a full package quote for that contract period.
- Stan Sauve Lot #37 wants to know the contract amount? It is \$38,800.00 only slightly higher than our previous amount for Park caretakers.
- Gino Bilotta Lot # 48 asks if Kottage Keepers has experience in maintaining big parks and pools and if they came with good references? The board replies that they are experienced and they came well recommended.

c) Park Manager:

- Ken has Bobbi and Benji introduce themselves:

Bobbi and Benji are a local family business called Kottage Keepers (403-887-0992 or cell 403-877-2120). Their maintenance company won the tender contracted to be our full service park managers. They have given us a very good deal for the amount of work that is needed. They did this as they really wanted this contract and really want our business for the years to come. They have experience in similar projects and Benji has done pool maintenance and is a Life Guard. They look forward to meeting everyone. They want us to know we will be well taken care of.

Benji stated a few concerns he would like to identify:

- concerned that tools and equipment are outdated and not adequate.
- Benji states he can do minor repairs if he gets the proper tools. For example: fill cracks in the road,

- Concerned about how winterization was not done properly last year and now we have 2 lines broken.
- Concerned the pipes and junctions are a light plastic and should be changes to stainless steel. He will see if a plumber can give us an estimate.
- Wants us to know his contract does not include gas costs (approximately \$60.00 per week).
- Reminds us we need to put only garbage in the dumpsters. A Materials dumpster is here for the week for renovations supplies. After that you must take them to the dump.
- Weeds are an ongoing issue. Either we need to get a company in to kill the weeds our get him the proper gear to do the job.
  
- Ivan Hamel Lot #61 asks if we could get the sprayer fixed? Board will discuss if it may be better to have a company do it.
  
- Floy Baird Lot #83 does not want chemicals on her lawn. Reminder if you do not want your lot sprayed to sign the sheet in the laundry room for no lawn chemicals.
  
- Rick Gerelyk Lot # 103 asked if extra jobs will cost members extra money. Bobbi explains their tender was set up as 2 people working 40 hours per week over 7 days a week. They will do what the can but big jobs will go to the board for decisions.
  
- Wayne Ross Lot #100 states it is good to know what the contract covers and what it does not. Asks if they are a full service company. Board replies yes.
  
- Rod Stagg Lot # 40 is a plumber and is willing to help Benji. Rod notes there are others that have been around the park for many years and can help him figure out the in's and out's of the park. Benji thanked those willing to help him as the park does not have this information readily available.
  
- Brian Ennis Lot # 99 asks if we have an inventory of what tools we need and what we need to get. Perhaps we could look for tool donations. Benji will get a wish list prepared.

- Benji and Bobbi are going to Hot Tub training on May 24<sup>th</sup> for our type of commercial tub. Every Tuesday the health board must be given a sample of our Hot tub water.
- Gino Bilotta Lot #48 asks if this maintenance work can be documented so the next person will not have this same trouble. Need a Park Maintenance guideline or instructions.
- Stan Sauve Lot#37 states it is good to log all maintenance to see how things are going from one season to the next.

**Motion:**

- Stan Sauve Lot # 37 makes a motion that the board make a commitment to develop an operating and procedures manual for Point West Park. Sue Mackie Lot # 101 seconded the motion.
- Motion carried by owners.
- Ken Lot # 106 states a picture and phone number of Benji and Bobbi's family will be put up in the laundry room. A reminder to treat our park managers with respect when talking to their family.
- Rick Devries Lot # 98 asks What are the Park caretakers regular working hours?
- Typically they work here Monday to Friday and will be available for washroom maintenance and light service calls on the weekends. Bobbi asked when we would prefer the washrooms to be closed for cleaning. The group replied that evening was best.

To date the Park managers have done:

- installed new washers and dryers, lawns have been done twice, yard cleanup, worked on 2 waterline breaks, scrapped 2 big garbage bags of old layers of paint off the washroom floors, painted and clean out the repair shed for inventory.
- We would like to welcome Bobbi, Benji and their family to Point West Park and look forward to working with them.

9. Election of members of the board:

- Ken reports we need to replace 5 of the 7 Board members today.
- Linda Sereda Lot # 42 and Peggy Lyall Lot # 1 have 1 year left on their terms until AGM 2008.
- The five new Elected Board members today will serve the next 2 years until AGM 2009.

a) Nominations on Ballot:

- Melinda Lot # 6 nominated Ken Lot # 106.
- Melinda Lot # 6 nominated John Lot # 117.
- Melinda Lot # 6 nominated Shari Lot # 103.
- Melinda Lot # 6 nominated John Lot # 48.
- Melinda Lot # 6 nominated Vin Lot # 34 .

New nominations:

- Alvin Paquette Lot #57 nominates Ivan Hamel Lot # 61. Rod Stagg Lot # 40 seconded.
- Ivan Hamel Lot #61 nominates Michelle Purnell Lot # 84. Brian Ennis Lot # 99 seconded.
- Alvin Paquette Lot # 57 nominates Bill Rockney Lot # 56. Ivan Hamel Lot # 61 seconded.

b) Acceptance or decline of nominees:

- All nominees introduced themselves. John's wife introduced John Lot # 117 as he is a fireman in Calgary and could not attend.
- No nominees declined their nominations.
- Nominations closed.

6. Committee Reports:

Social Club:

- Carla Lot # 34 provided the Social Committee report.
- Carla Lot # 34, Sheri Lot # 103 and Sue Lot # 101 Bob Lot # 71, Linda Lot # 74, Carry Lot # 88 and Mel Lot # 4 are the current social committee.

- She states their budget is based on the money we get from bottle recycling and a 50/50 draw.
- Social committee relies on volunteers for several events each year.
- For example: The pancake breakfast, Texas holdem X 2, Kids Day, Halloween, and the Golf tournament.
- Carla is currently looking for a new chair-person as she would like to pass the torch. She asked for a volunteer chairperson for certain events rather than the whole season.
- Stan Lot # 37 and Frank Lot # 1 will do the golf tournament.
- ? Lot # ? will do the pancake breakfast again.
- If anyone is interested in volunteering they can sign up on the sheets in the laundry room.
- Sue Lot # 101 asks if we need a minimum number of volunteers to make an event happen. Carla indicates yes.
  
- The Board would like to acknowledge Carla and the social committee for all their hard work and making the summers here so much Fun!
  
- Thank you Carla!

8. New Business:

1) Peggy Lot #1 reminds us not to speed and please keep your speed below the 15 kph. Her lot is by the gate and she sees people excelling as soon as they are through the gate. She states for our cars we do not even need to accelerate. This is a friendly reminder that you can be disciplined by the board.

For example: New gate keys can be deactivated if you are a repeat offender. They don't want it to get to that point but we don't want anyone hurt.

- Sue Lot # 101 Reminds us that children should not play near the gate.

2) Amendments to By –Laws:

- 5.1 - a person must be an owner to be elected to the Board.-passed
- 37.2 ( cc ) - maximum speed changes from 10mph to 15kph.-passed
- 37.2 ( dd ) and 37.2 ( gg )- you can operate motorcycles and golf carts in the park. -passed
- Murray Lot #68 asked about off-road vehicles? These are not allowed.

- 37.2 ( ii ) – take out “when constructing”. passed
- 37.2 ( jj ) – change March to May for sewer use – not passed
- 37.2 ( ff ) – add Beebee guns, pellet guns and paintball guns – passed.
- 37.2 ( i ) – take away number of pets – not passed
- 37.2 ( i )– owner or adult supervision of pets if off lease allowed in the back forty only. – passed.

7. Unfinished Business:

- Power and utilities up-grade – will need future discussion
- Special assessment on reserve fund study – tabled to next Board meeting

9. (Continued) Election results:

New Board Members for a 2 year term ending AGM 2009:

- Ken Sorensen            Lot # 106
- John Cherweniuk      Lot # 117
- Shari Gereyk            Lot # 103
- Vin Bhola                Lot # 34
- Ivan Hamel              Lot # 61

Board members with 1 year of their 2 year term ending 2008:

- Linda Sereda            Lot # 42
- Peggy Lyall              Lot # 1

Congratulations to all our new Board members!

Thank you to all our past Board members for a job well done!

10. Adjournment and next meeting dates:

- Board meeting are in the office on Sundays at 10am on:
  - June 10, 2007
  - July 8, 2007
  - August 12, 2007
  - September 9, 2007
- Next AGM is May 18, 2008.