

**Minutes of  
BOARD OF DIRECTOR'S MEETING**

**POINTS WEST RESORT**

**The Owner's Condominium Plan # 882 2999 and 892 2950**

**July 13, 2008**

Edited by Vin Bhola, Condominium President

In Attendance:

- Vin Bhola, Al Rosnau, Melanie Bendinelli, Shari Gerleuk, Ken Sorensen, Tony Suberlak
  
- Mike Stevens - Sunreal Property Management Ltd.

Absent: John Cherweniuk

- I. Vin Bhola called the meeting to order at 10:00 am.
  
- II. The Board discussed the minutes from the Board meeting held on June 8, 2008 and a motion was presented by Melanie Bendinelli to approve the minutes.  
Seconded by Shari Gerleuk.  
Motion carried.
  
- III. Reports from Sunreal Property Management Ltd.

Mike Stevens presented the May 31, 2008 financial statement. Mike discussed the arrears, explained how to read the statement and the expenses. Al Rosnau reviewed the Corporation's financial statement, the general ledger and all Corporate invoices in the Sunreal office this week. The Board requested that a "non finalized" up-to-date financial statement be presented at all meetings. This will allow the Board to know exactly where the Corporation's finances are at the meeting date. Mike Stevens will ensure that the Board's instructions are followed at all future meetings.

IV. Old Business,

1. Pool and Hot Tub.

The Board discussed the concern of leaking water from the pool. The pool has been losing up to ten inches of water each day for the last few years after the pool was filled and activated. Canadian Leak Detection was contracted to find the water leak in late June. The leak was found and is located on the two upper water return lines under the pool deck. The cost estimate to repair the pool is \$1,500.00 providing that lines are close to the surface. The Health Inspector has allowed the pool to remain open despite this issue but the problem must be repaired in the fall after the pool is closed and drained. A motion was presented by Ken Sorensen to contract Canadian Leak Detection to repair the leak as required in the fall of 2008. Seconded by Al Rosnau.  
Motion carried.

The Board also discussed the intermittent problem with the temperature in the hot tub. The tub cools off without notice and then after a system reset the tub will heat up to operating temperature. The hot tub temperature sensor is acting up and needs to be replaced. The Board instructed Sunreal to have this part

replaced. A motion was presented by Ken Sorensen to contract Maple Bay Maintenance to replace the hot tub temperature sensors immediately.

Seconded by Al Rosnau.

Motion carried.

Points West Resort's pool and hot tub passed the Health and Safety inspection on July 11. A comprehensive report will be submitted by the Inspector shortly.

2. The Board discussed the possible installation of Shaw Cable in the Park for all Owners. In addition to the information previously provided at the Board meeting on June 8, 2008, the Board would like confirmation as to the exact location of the cable hookup for each lot. The Board would like the cable accessible at each lot on the electrical post.
3. Vin Bhola presented the draft of the Corporation survey. Vin will add a numbering system to rank the priority of the item being discussed in the survey. Vin will present the new draft at the upcoming meeting on August 10, 2008.
4. Mike Stevens confirmed the crack filling was completed. The Board discussed the quality of work and agreed that follow up is required to address the quality. Mike Stevens had Cuda come back on site July 16, 2008 to address the issue. Cuda touched up numerous areas around the entrance to improve the quality of the work at no additional costs.
5. The Board requested that Mike Stevens tender three quotes to replace and modernize both the men's and women's bathrooms. Mike will request that the quotes for the bathroom modernization include separate prices for materials and labour for each scope of work. The Board will then have a price per separate job rather than a total price for the entire modernization. The Board will then know if the entire scope of work can be completed this year or if a plan needs to be adopted to complete the modernization over a few years.
6. Mike Stevens confirmed that the water shut offs in the clubhouse are completed.

#### V. New Business,

1. Mike Stevens stated that there was a sewer backup without any property damage on June 30, 2008. The source of the sewer blockage was women's feminine products blocking the sewage line. The line was flushed by a plumber and the blockage removed.
2. Mike Stevens stated that Sunreal has discarded old notices in the two Corporation bulletin boards and put up current notices. Shari Gerleuk stated that there is too much information contained in the office bulletin board. The Board decided to reduce the items in the bulletin board by removing the five to six (5-6) pages of Corporation Board minutes. A notice will be placed on the bulletin board to alert owners that the Board meeting minutes are on the Points West website on clubhouse window.
3. The Board began to discuss the Capital Reserve Study and decided to table this item until all Board members have had an opportunity to review the study.
4. Mike Stevens updated the Board as to the arrears of the estate of Gerald Miller. The outstanding amount of \$2, 321.84 for condominium fees and late fees are supposed to be paid by Mr Miller's estate no later than Monday July 14, 2008. The

Board instructed Sunreal to caveat the property if the full arrears are not paid by July 18, 2008.

5. The Board reviewed the note received from the previous Park Manager and current owner of unit # 61. The owner's note states that he only paid \$515.00 in condominium fees for 2008 as the owner was not paid all his wages last year totaling \$510.00. The owner stated that the Corporation therefore owed him \$510.00 and he was deducting the \$510.00. The Board discussed this and agreed that there are two very different issues.
  - Firstly, the entire condominium fee for unit # 61 has to be paid in full in accordance with the Condominium Act and Corporation bylaws. If there is an outstanding invoice for any items(s) the proof must be provided to the Corporation by the owner. The owner will receive a letter stating that he is in arrears of the condominium fees and the amount is payable immediately.
  - The proof of the potential outstanding wages from 2007 must be presented to the Board by the previous Park Manager. The issue will be investigated using the Corporation records. If any amount is justified the Corporation will forward payment. If there is any outstanding amount owing, the amount cannot be deducted from the Owner's condominium fees.
  
6. The Board discussed the request from unit # 47 with regards to a "pro-rated" refund in Condominium fees. The Owner stated that the Park water lines were frozen in late May and that this inconvenience should warrant a partial condominium fee money rebate. The Owner also stated that, in his opinion, the water lines were not winterized correctly. After much discussion, the Board denied the request. The Owner needs to understand that weather conditions are out of the Corporation's control and this year the thaw of the ground was late. The Board also has no proof that the Park was winterized incorrectly. The Board asked Mike Stevens to send a letter to the Owner outlining the decision.
  
7. The Board discussed the Owner's handbook. Then the Board Requested that the Owner's handbook, written by Sunreal, be finalized and added to the Corporation's website.
  
8. Bylaw infractions.
  - Letters will be sent to:
    - Unit #102  
Number of tents on Common Property July Long weekend  
Contravenes bylaw 37.2 section c and v; and policy and guidelines section 6.
  
    - Unit #47  
Use of hot tub when unsafe  
Contravenes Provincial health codes  
The pool contractor informed (verbal) the Owner that the hot tub was closed when asked. The Owner chose to use the hot tub when it was unsafe to do so. Later in the evening, the Owner was questioned by the pool contractor about the use of the hot tub when the hot tub was closed. The Owner was extremely rude and verbally abused the pool contractor. The Owner stated that as an Owner he will use the pool when he wants. The Board discussed this issue and a motion was presented by Ken Sorensen to fine the owner \$100.00 for deliberately violating the bylaws and verbally abusing a Corporation contractor.

Seconded by Tony Suberlak.  
Motion carried.

9. The Board discussed a policy for the gate cards. The policy will include the cost of the cards for the Owners, programming the cards, how many cards are available to for the owners, etc. Tony volunteered to provide a draft gate card policy to the Board for discussion.
10. Vin Bhola presented an expense summary for out of pocket expenses for the repairs and maintenance of the Park. Mike Stevens will have Sunreal prepare the cheque.
11. The Board discussed the emergency call out for a "no hot water" call after office hours on June 30, 2008. The Board expressed concern for the length of time for the callback from Sunreal. Mike Stevens stated that the plumber was dispatched immediately upon receiving the first page and the tradesman was asked to contact Vin Bhola as the Sunreal on call person was dealing with a water break and could not return the call due to the emergency. Sunreal has already spoken to the tradesman about the importance of a quick call back.
12. The Board discussed the development of Unit #98. The coverage of the lot is more than 50% after the Owner moved a new park model onto their lot. The Board asked Mike Stevens to write a letter outlining the concerns of the Board and have the Owner provide the Corporation and Town approvals to the Board. The Owner will have 14 days to supply these approvals to the Corporation. Once these approvals have been received an investigation into this matter will be completed.

VI. Next Meeting

The next meeting will be Sunday August 10, 2008 at 10:00 am in the onsite office. James penny will attend this meeting for Sunreal as Mike Stevens is on holidays.

VII. Adjournment - Meeting adjourned at 12:15 p.m.