

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

**POINTES WEST RESORT
The Owner's Condominium Plan # 882 2999 and 892 2950
July 19th, 2009**

In Attendance:

- Tony Suberlak, Dave Warren, Wes Worobec, Rob Frank, Al Rosnau
- Tamara Hancox - Sunreal Property Management Ltd.

- I. Tony Suberlak called the meeting to order at 9:05 am.
- II. The minutes from the last meeting held on May 17th, 2009 and the Special Meeting of July 5th, 2009 were reviewed. Wes Worobec made a motion to approve the minutes as presented.
Seconded by Dave Warren.
Motion carried.
- III. Reports from Sunreal Property Management Ltd.
 1. Financial Statements ending March 31st, April 30th, May 31st, and June 30th 2009 were presented. Tony Suberlak made the motion to have all Board members review their copies of the financials and pass a motion via email to accept all of them as presented.
Wes Worobec seconded.
Motion carried.
 2. Inspections: Tamara Hancox informed the Board that a skunk had been captured by Lot #9 and released. The maintenance team had been informed by several owners that they saw several skunks leaving the area shortly after. The skunk trap is being left on site for a few weeks longer. Red Door Lock and Safe has been to the resort to repair the pool access keypad, install a lockbox on the office door and repair the clubhouse deadbolt. The area at the main gate entry had water pooling and drainage problems during the heavy rains. The area was hand trenched but needs further attention.
- IV. Old Business.
 1. Presentation from MiLo Electric for the electrical upgrade: This presentation was the one selected to move forward to the next stage of the upgrade process. The Fortis component of the upgrade should be ready before the end of July and will be reviewed when received.
 2. ManuLife Account: The savings account has been set up.
 3. Bathroom renovations: The project is complete and the feedback has been positive.
 4. Flowers for the front entry gate: The flower bed at the front entrance has been weeded and cedar chips added and it looks much neater now.
 5. Spring Resort opening/frozen lines: The opening of the resort and the problems with the water and sewer lines was explained in a newsletter to the owners. A quote from a local plumber is being considered to add a service access point.
 6. Deep Services and the Back Forty: Tony Suberlak's meeting with the Mayor went very well and the letter to the owners is attached to these minutes for reference.
 7. Playground: Rob Frank has been working at repairing the playground.

8. Letters from owners of Lot 72, 53, 37 and 52: All three letters were addressed.
9. Development Permits: Lot 114 permit was approved.
10. Stand up Freezer Donation: Wes Worobec's donation has been received and is currently in the club house for use.
11. Jam Sessions: Wes Worobec reported that the first jam session was a success with approximately 12 people in attendance including a vocalist and an accordion player.
12. July 11th celebration/road closure: The lot owners celebration was a success and no complaints were received about the road closure.
13. Presentation from Koala-T Electric on electrical upgrade: Trevor of Koala-T Electric declined further participation in the electrical upgrade process.

V. New Business

1. Quote from Sunrise Plumbing: A quote from a plumber was reviewed to add an access outlet for the water system. The Board agreed that they would have the work done but would put it on hold pending the results of the water analysis report done by ISL Engineering in Lacombe due in August.
2. Engineering engagement for the water system analysis: ISL Engineering has made a proposal to assess the water system and will send that proposal shortly to the Board of Directors via email.
3. Sewer backup: The cause of the sewer back according to the plumbers and the Drain Doctor was a build up of paraffin's, oils and grease in the sewer lines. The Drain Doctor advised Sunreal and Board members the evening of the blockage, that he had flushed the sewer lines every few years to keep the lines clean. It had been approximately 8 years since he had done that. He strongly advised that the flushing be done every year or so.
4. Playground update: Rob Frank has spent many hours remediating the park and playground equipment over the past weekends. He has donated his time, expertise and 2 new bucket seats for the swing. He has replaced the rope for the swing with chains, checking every screw and nail to ensure the safety of the resort's children. He will add a couple loads of pea gravel to complete his work. Rob suggested that an inspection log be kept in the office for record keeping purposes and to provide adequate history of maintenance in the event the park was reviewed.
5. Deep Services and the Back Forty: Tony Suberlak's meeting with the Mayor was held as an attempt to dissolve any rumors about the Town of Sylvan Lake not being interested in supporting the development of the resort. Mike Stevens, Sunreal Property Management's General Manager has agreed to attend.
6. Pool and Hot Tub update: The hot tub water test results will be posted in the bulletin board in future for owners to review. Several articles outlining the difficulties with water test in the province have been posted in the laundry room and on the website. The hot tub is operating within the recommended water temperatures. If the temperature is increased, a significant investment in new equipment would be required.
7. Lot 28 lot coverage compliance: The Town was asked to measure the lot for the proper set backs and advised Sunreal and the Board that unless there is a real property report for them to refer to, they will not come to measure and assess. The only person who can order that report is the owner. The Board decided that without a lot plan with clearly defined boundaries for all owners, they did not feel that they could compel the owner of Lot 28 to conduct a real property report. Sunreal will assess the lot setbacks and make a record. Tony Suberlak made the motion to have a land surveyor come to the resort and advise if the resort has boundary markers and if not to provide the Board with a quotation on having the entire resort mapped. Seconded by Dave Warren.
Motion carried.
8. Invitation to former maintenance personal and lot owners to share prior maintenance experience within the resort: The Board of Directors invited Al Catone, Lot # 115 and Ivan Hamel, Lot #50 to attend the Board meeting and share

their experience of park maintenance in an effort to document what efforts have been employed in the park. With a long history of maintenance, there are not any recorded logs or maintenance records. With so many strong and varying opinions in the resort on what is the best way to operate the resort, the Board felt it was a worthy effort to document these experiences. Both lot owners declined because of preplanned holidays and one asked for payment of the service. The board directed Sunreal to extend the invitation to the next meeting.

9. Dead Trees: The Board directed Sunreal to look into having the dead trees at #53 and the willow tree between Lot #76 & #77 removed.
 10. Speed and parking issues: The Board of Directors had many concerned owners approach them about speeding vehicles in the park and the poor attitude of the drivers when asked to slow down. The issue was discussed at length and it was determined that other than immediately approaching the offenders, warning them, and recording the information and reporting it to Sunreal for letter warnings to be issued, the problem will always be present. This problem is difficult to monitor and enforce. A notice will be created for posting in the resort and on the website informing residents to watch for offenders and report to the RCMP if necessary. Reflector tape will be added to the speeding notices around the park.
 11. Access cards: The concern for the number of gate passes being sold this year was raised. Many lot owners have many more than 2 per lot and it is feared that many lot owners are purchasing them for relatives or friends for access of their lots when they are not on site. While this is permitted, the concern is that visitors may not be aware of the bylaws and unknowingly break them. Owners are responsible for the conduct of their visitors even if they are not on site.
 12. Main gate entry excavation: The area at the main gate entry that had water pooling and drainage problems was hand trenched by Al Rosnau and Al Catone. Sunreal will obtain a quote to have the area professionally finished and a speed bump installed at the inbound gate entry.
 13. Opening of access to Town of Sylvan Lake Park: The board asked Sunreal to contact the owners of Lot 92 to inform them of the intention to have a gate installed adjacent to their lot to provide access to the town park. The easement for this access has always been on that Lot.
- VI. Next Meeting - The next meeting will be held on August 16th, 2009 at 9:00 am at the resort office.
- VII. Adjournment - Meeting adjourned at 11:10 am.