

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

POINTS WEST RESORT

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

June 8, 2008

In Attendance:

- Vin Bhola, Al Rosnau, Melanie Bendinelli, John Cherweniuk

- Mike Stevens - Sunreal Property Management Ltd.

Absent: Ken Sorensen, Tony Suberlak, Shari Gerleuk

- I. Vin Bhola called the meeting to order at 10:00 am and requested that Mike Stevens chair the meeting.

- II. The Board discussed the minutes from the Board meetings held on May 18, 2008 and May 25, 2008 and a motion was presented by Al Rosneau to approve both sets of the minutes.
Seconded by Melanie Bendinelli.
Motion carried.

- III. Reports from Sunreal Property Management Ltd.
 1. Mike Stevens did not present the financial statements at this meeting as Sunreal has not yet completed a full month of accounting.

- IV. Old Business,
 1. Mike Stevens stated that the Corporation operating funds totaling Forty Seven Thousand dollars (\$47,000.00) has been transferred to the Corporations new operating account located in the Sunreal trust account. The remaining balance and GIC's located at Community Savings will not be moved elsewhere and represent the Corporation's Capital Reserve Savings.

 2. Mike Stevens confirmed that Land Escapes have voluntarily resigned from their landscaping contract. There were numerous complaints and numerous areas damaged from this contractor. Mike Stevens has sent a letter to Land Escapes confirming this mutual agreement to set the contract aside and therefore the contract has ended. Land Escapes will return their two gate cards before payment is made on their final invoice. In the interim, gate cards that were issued to Land Escapes are to be de-activated. The Board discussed the damage to structures on the owner's s lots and decided that the Corporation will pay for the material and request that the owners perform the repairs.

 3. Mike Stevens spoke about the new outside maintenance and pool contract that has now been negotiated and signed between the Corporation and Maple Bay Maintenance. The contract is attached to these minutes.

 4. The Board discussed the initial information provided by Shaw Cable with regards to the installation of the infrastructure and full cable services for all lots. Although the information was not presented in its entirety, the Board felt that the initial

presentation deserves further investigation. Some of the proposed highlights are;

- the rate would be \$9.28 per unit per month invoiced to the Corporation and that amount is inflated at 5% per year for 5 years,
- the full installation for the Park will be included in the rate,
- each owner will have the option of adding additional services such as Shaw High Definition TV, Digital TV, high speed internet or Shaw Digital phone.

Mike Stevens will continue follow up with Shaw cable to ascertain an official proposal and the official proposal will be presented at the next Board meeting.

5. The Board discussed the frozen sewer lines and frozen water lines in the Park during the spring months. During the spring of 2008, both main sewer lines had to be opened professionally due to the pipes being frozen and residents using the Park. The domestic water was very slow in thawing this year in a few areas of the Park and therefore numerous owners could not use their lot. As per current Policy and Guidelines document: "the water and sewer services to all units are available from May 20th weekend until Mid October, weather permitting". The Board discussed multiple solutions to this issue and a motion was presented by John Cherweniuk to open the Park annually the second Saturday in May or earlier if all the sewer lines are clear and domestic water was flowing to all lots. Seconded by Vin Bhola.
Motion carried.

V. New Business,

1. Mike Stevens stated the official land titles form seven (7) and form eight (8) have been sent to Northern Alberta Land Titles and registered.
2. The Board discussed the repairs required to the pool. There are numerous areas that fall short of the Provincial Health Code and also the Provincial Building Code. After a long discussion the Board understands the scope of work required. A motion was presented by John Cherweniuk to approve the quote for Nine Thousand and Forty Nine Dollars and thirty nine cents (\$9,049.39) to repair the pool as per the attached quote from Maple Bay Maintenance.
Seconded by Vin Bhola.
Motion carried.
3. The Board discussed the damage created by the old landscaping company at Lot #71. The Board requested that Mike Stevens contact the owner of the lot and that the Corporation will pay for the replacement siding only and that the owner needs to complete the labour.
4. The Board discussed the proposed tax petition. Vin Bhola stated that he has followed up with the Town of Sylvan Lake. Assessed values for units in Points West Resort are in line with market value assessment. The Board agreed that there should not be further involvement from the Corporation with regards to the tax petition and that Owner's may proceed on a case by case scenario. Notice will be posted by the Office and on the website.
5. Vin Bhola stated that a wireless Internet "Hot spot" is now available for all owners to use around the pool area of the Park. To join the wireless network the password is "summerplace". Notice will be posted by the Office and on the website.

- 6- The Board discussed a Corporation survey for all Owners to complete to assist the Board with priorities for the upcoming year. The Board also recognizes that the survey and potential actions items that come from the survey will assist in protecting the Owner's investment and move the Park in a positive direction. After discussion with regards to the questions and answers format, Vin Bhola agreed to develop the survey and request input from the Board members prior to sending out to all Owners. The subjects included should be but are not restricted to: Infrastructure, Bylaws, Zoning, Safety/ Security, and long term vision.
7. The Board discussed the clubhouse bookings and a motion was presented by Melanie Bendinelli to charge a per day fixed rental rate of One Hundred dollars (\$100.00) with a deposit of Two Hundred dollars (\$200.00) which will be held until the cleanup is completed to the manager's satisfaction.
Seconded by John Cherweniuk.
Motion carried.
8. Mike Stevens stated that he returned the Corporation minute book to the office and that all required Condominium historical documents have been located.
9. The Board discussed the weeds on the recreation field (the back forty) and Mike Stevens stated that the new landscaping contractor will be completing the spraying as part of the landscaping contract.
10. Mike Stevens stated that the crack filling has been awarded to Cuda Parking Lot Maintenance and will be completed in the next three weeks.
11. The Board discussed the tender preparation for the men's and ladies washroom modernization project. There were numerous ideas exchanged with regards to the cosmetic look, tiles or other products, specific paints, etc.
 - The Board recognized that the bathrooms will need to be suitable for handi capped persons,
 - all products will need to be anti bacterial,
 - the plumbing will need to be inside bathroom and not inside the cinder block walls,
 - the requirement for proper shower doors,
 - all areas sandblasted before refinishing as the paint is peeling in numerous areas,
 - the new washrooms must be low maintenance after the installation is complete,Vin Bhola stated that there are owners volunteering to assist with the project this coming winter. Mike will continue to gather information and John will investigate other potential products to help complete the scope of work. The Board will discuss at the next meeting.
12. Mike Stevens stated that the Town of Sylvan Lake is now the local authority after the annexation was completed. The rules, policies bylaws, etc are in place and enforced by the Town of Sylvan Lake and there is not any grandfathering from the previous County rules, policies and bylaws unless adopted by the Town of Sylvan Lake.
13. Mike Stevens stated that the relations with the Town of Sylvan Lake are the responsibility of all the affected persons such as the Board, the Owners and the management company. The relations should improve over time as long as respect is practiced and directed towards all parties.
14. The Board suggested that all Owners should be responsible for non-owner use of the Park. If an Owner meets a stranger(s) who are using the pool and the Park,

then the Owner should ask that person(s) what lot they are from. This should cut down on unauthorized use of the Park.

15. The Board discussed the resetting of the lot electrical breakers in the four sub panels throughout park. The Board agreed that they will reset the small lot breakers only. The Board agreed that if a main Park electrical breakers needs to be reset there could be an electrical problem that needs to be investigated by an electrician and therefore the Board will instruct Sunreal to send an electrician. All incidents are to be called into Sunreal for documentation purposes.
16. The Board discussed the use of garden hoses by Owners to supply fresh water. The hoses are located at various areas of the common property leading to the Owner's lot. This practice is against the Corporation bylaws and Board policy, so the Board asked Sunreal to monitor the situation and report all owners who violate this bylaw and send a letter of bylaw infraction. The first offence will be a letter from the management company and all other offences will be discussed at a Board meeting for further action.

The Board recognizes that they may be exceptions. However, exceptions are to be approved on a case by case scenario.
17. The Board discussed the lack of water shutoffs for the clubhouse. The Board is concerned with this situation and in the event that water leaks in the clubhouse the entire Park would need to be shut down and the damage would be more severe as the water would leak for a longer period of time. The Board instructed Mike Stevens to have a plumber install water shutoffs in the clubhouse.
18. Mike Stevens distributed a copy of the Morrison Hershfield capital reserve study from 2007 and explained the intent of the study and how it affects the Corporation now and in the future. Mike asked the Board review the study before the next meeting as the Corporation Reserve plan needs to be adopted and written into the minutes.
19. Mike Stevens distributed the new Corporation binders to all Board members. The binders will serve as a historical book for all current and future Board members and the binders are transferred to the incoming replacement Board member after Annual General Meetings.

VI. Next Meeting

The next meeting will be Sunday July 13, 2008 at 10:00 am in the onsite office.

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