

**ANNUAL GENERAL MEETING  
MINUTES  
THE OWNER'S CONDOMINIUM PLAN #882 2999 and 892 2950  
POINTS WEST RESORT  
May 22, 2011  
Held at the Corporation Clubhouse, Sylvan Lake, Alberta**

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## Unapproved Minutes

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Present:	Lot 1	Frank & Peggy Lyall	
	Lot 2	Wayne Herve & Cathy Campbell	
	Lot 3	Reg & Donna Sandberg	
	Lot 4	Maurice & Melanie Bendinelli	
	Lot 6	John & Melinda Parker	
	Lot 7	Jason Luscombe & Audry LeBlanc	
	Lot 8	Fred Otway	
	Lot 9	Scott & Kelly Jorgenson	
	Lot 10	John & Paula Christos	
	Lot 14	Donna Albrecht	
	Lot 15	Terry & Christine Kohlhauser	
	Lot 16	Jim & Nita Goebel	
	Lot 17	Dale & Dena Lyons	
	Lot 19	Gary & Elaine Pease	
	Lot 21	James & Debbie Brown	<i>by proxy</i>
	Lot 23	Maryanne Lester	<i>by proxy</i>
	Lot 24	Fred Otway	
	Lot 25	Christopher & Marilyn Severin	
	Lot 29	Shawn & Carol Smallwood	
	Lot 30	Robert & Shelley Frank	
	Lot 34	Carla McCrae	
	Lot 36	Richard & Nancy Spencer	
	Lot 37	Stan & Barb Sauve	
	Lot 38	Bruce & Linda Overmann	
	Lot 40	Rod Stagg (Cougar Technical)	
	Lot 42	Peter & Lynda Sereda	
	Lot 44	Bob & Annette King	
	Lot 46	Larry Gering & Mary Morrison	
	Lot 47	Greg Stokowski	
	Lot 48	Giancalo & Rosetta Bilotta	
	Lot 56	Bill & Kelly Rockney	
	Lot 57	Alvin & Margaret Paquette	
	Lot 58	Marilyn Molnar	
	Lot 61	Danny & Cyrstal Dokken	<i>by proxy</i>
	Lot 62	Robert & Dorothy Dennett	<i>by proxy</i>
	Lot 63	David & Suzanne Pointer	
	Lot 70	Ken & Carole Mclvor	<i>by proxy</i>
	Lot 75	Lorne & Shelley Goodman	
	Lot 78	Brian & Helen Larsen	
	Lot 80	Marcello & Teresa Giordano	
	Lot 83	Wes & Floy Baird	
	Lot 84	Jim & Michelle Purnell	
	Lot 88	Ed & Kerrie Johnson	

Lot 90	Dale & Shelia Klein
Lot 91	William Schykawy & Gwen Montgomery
Lot 92	Brian Mitton & Gaile Tycholiz
Lot 93	Rob Babik
Lot 94	Nathan & Shawna Relitz
Lot 95	Len & Kathy Relitz <i>by proxy</i>
Lot 96	Owen Gervais
Lot 97	Hal & Isla Hanrieder <i>by proxy</i>
Lot 98	Kevin Ross & Anna Pranjic-Ross
Lot 102	Mitchell & Melodie Stewart
Lot 103	Rick & Shari Gereluk
Lot 104	David & Seigrid Rempel
Lot 105	David & Seigrid Rempel, Ken & Bonnie Sorensen
Lot 106	Ken & Bonnie Sorensen <i>by proxy</i>
Lot 112	Dave & Kathy Warren
Lot 113	Darrell Jahraus & Darlene Olson
Lot 114	Wes & Sherri Worobec
Lot 115	Allen & Cheryl Rosnau
Lot 116	Alvin Katona <i>by proxy</i>

Tamara Mutemwa, Property Manager, Sunreal Property Management Ltd.

1. Rob Frank called the meeting to order at 10:08 a.m. and introduced the Board of Directors and Tamara Mutemwa from Sunreal Property Management Ltd.
2. Sunreal Property Management Ltd. certified there were 9 proxies registered and quorum was established at 53.4% with \_\_\_ unit factors represented **with 8 owners disqualified for arrears.**
3. Proof of Notice was established and received dated April 21, 2011. Melanie Bendinelli, Lot #4 made the motion to waive the proof of notice.  
Seconded by Frank Lyall, Lot #1.  
Motion carried.
4. Frank Lyall, Lot #1, presented a motion to approve the Annual General Meeting minutes dated May 21, 2010.  
Seconded by Donna Sandberg, Lot #3.  
Motion carried.
5. Business Reports;
  - a) President's Report  
Rob Frank, Lot #30 welcomed all lot owners to the meeting and thanked them for their attendance. Rob stated that he would like to give an overview of the past year starting with the work done on the playground. A group of volunteers worked on the playground and the park was inspected by "Alberta Parks and Recreation Agency" and gave the park to be in 98% compliance rating which is excellent. Rob added that the two contractors hired last year are returning. He reminded lot owners that we were fortunate to have them back and to please allow them to do their jobs, if they had any questions or concerns, to direct those to Sunreal.  
Rob added that Tim Gardiner had resigned just prior to the AGM and that Rob himself had completed his two year term and would not be running again. Rob thanked Tim for all his hard work and contributions to the Board of Directors over the past year. Rob urged lot owners to put their name in for the board and utilize their time and expertise towards maintaining the park as the wonderful place that it is.

Rob Frank also informed the owners that the pool would be receiving a new liner this season and that the installation would begin in the beginning of June 2011. The park would also have a Capital Reserve Fund Study completed this year and would look into incorporating a replacement for the hot tub from a residential four (4) seater to a commercial grade twelve (12) seater.

Reg Sandberg, Lot 3, asked if there was any paving work to be done in the park this year, if the management company would let them know so they can negotiate work to be done on their own lots. Tamara Mutemwa said she would post the name of the company that is eventually hired so the lot owners could contact them directly.

Don Mackie, Lot 101, asked whatever happened to the talk about improving the garbage enclosure last year. Rob Frank informed him that there was a small committee formed, quotes were obtained for materials but it never got off the ground. Rob urged lot owners to form a committee and get the project started for this year. Rob offered to provide the committee with the quotes and measurements from last year.

Rob stated that the park was lucky to have lot owner Kathy Warren complete the year end financials again this year. Rob thanked Kathy Warren for her hard work on the 2010 "notice to reader" financial statements.

Dave Warren, Lot #112, made the motion to accept the President's Business Report. Seconded by Frank Lyall, Lot #1. Motion carried.

b) Treasurer's Report

Dave Warren, Lot# 112 introduced the 2010 year end financials stating that Kathy Warren had completed them for the second year. Dave said the year ended with a small operating balance and that there had not been any expenditure from the Capital Reserve Fund in the year.

Al Rosnau, Lot 115, asked if Kathy had been paid or thanked for her contribution to the park. Kathy thanked the Board of Directors for the spa gift certificate that she had received.

Al Rosnau, Lot #115, made the motion to accept the Treasurers Report and the 2010 Year End Financials as presented. Seconded by Frank Lyall, Lot #1. Motion carried.

6. Committee Reports

a) Social Committee

Kerrie Johnson, Lot 88 thanked all the volunteers on the Social Committee and in particular Barb Suave, Lot 37. Kerrie said that the committee ended the year with approximately \$2300 in the bank, did not hold the children's day for lack of volunteers but did hold a successful Canada Day and Pancake Breakfast on July 17<sup>th</sup>. The committee also held Halloween in August and would love to have a sports day for the children this upcoming year as part of Children's Day. Kerrie urged all the younger lot owners with children to step up and volunteer. Kerrie also added that the committee relies on the bottle refunds for funds so please ensure that your empties are stored in the back forty shed for pick up.

b) Golf Committee

Rob Frank stated that the golf tournament went well last year and has been held for the past fifteen (15) years. Rob said that the park is ours to enjoy and it is up to all lot owners

to get involved and make the park a fun and enjoyable and active place. Frank Lyall, Lot 1 and Dave Warren, Lot 112 volunteered to organize the Traditional Family Golf Tournament for the 2011 season.

## 7. Property Managers Report

### a) Lot Improvements

Tamara Mutemwa reviewed the Development permit process and stated that the forms were available on the website or from Sunreal upon request.

### b) Landscaping

The landscapers have signed for an additional year and were almost through the spring clean up including raking and aerating. The weather had made a late start on spring. A sign up sheet has been posted in the laundry room for those owners wishing to mow their own lawns. Anyone mowing their own lawn will still be included in the other landscaping services.

### c) Pool

The pool liner was on hand and was scheduled to be installed in late June weather permitting. The pool operator would clean and conduct water balancing and testing as soon as the new pool liner was successfully installed in order to open the pool as soon as possible.

## 8. Election of Board

Tamara Mutemwa from Sunreal Property Management stated that Tim Gardiner had resigned his position for personal reasons and Rob Frank was stepping down in accordance with the by-laws after fulfilling his two year term. Dave Warren, Wes Worobec volunteered to stay on and volunteer for another term. Kerrie Johnson has one more year on her respective term. Last year, the lot owners made a motion to accept a reduction in board members to five (5) from seven (7) positions. Wes Worobec explained the time commitment of the Board positions and urged the lot owners to consider taking their turn.

A motion was presented by Kerrie Johnson, Lot # 88 to open the floor to nominations and volunteers.

Seconded by Dave Warren, Lot #112.

Motion carried.

- a. Tamara Mutemwa explained the expectations for incoming Board members and that Sunreal offered teleconferencing which enabled those that traveled or went to warmer climates for the winter could actively participate.
- b. Nominations and volunteers were accepted from the floor for the Board of Directors. The following names were nominated for the Board of Directors.

1. Ed Johnson, Lot 88 nominated Wayne Herve, Lot 2
2. Melinda Parker, Lot 6 nominated Rod Stagg, Lot 40
3. Rod Stagg, Lot 40 nominates Greg Stokowski, Lot 47.
4. Audrey LeBlanc volunteers

Sue Mackay, Lot 101 made the motion to change the number of the board Members from five (5) to Seven (7) and to accept all the volunteer and nominees by acclamation.

Seconded by Reg Sandberg, Lot 3.

Motion carried.

There were not any other nominations or volunteers.

- c. Kathy Warren, Lot 112 presented a motion close to floor to nominations and volunteers. Seconded by Wes Worobec Lot # 114

Motion carried.

Tamara Mutemwa announced that the four (4) new Board members were Audrey LeBlanc, Lot 7, Rodd Stagg, Lot 40, Greg Stokowski, Lot 47 and Wayne Herve, Lot 2.

9. Old Business,

- a. Sanitary System Maintenance – Wes Worobec, Lot 114 stated that at the last AGM it was clear that the owners felt it was important to look into the maintenance of the infrastructure to the sanitary system. Wes said the sewer lines were steam flushed cleaned last year and would be done next year and every alternating year moving forward. Al Rosnau, Lot 115 stated that he was aware that during the blow out of the water system last year, the contractor had dumped a large amount of antifreeze into the system and feared that would be required each year now. There was some discussion about the current state of the sewer and water systems. The new board member Rod Stagg explained that he had his journeyman plumbing certification and would assist with the sewer and water maintenance programs in an effort to facilitate smoother opening and closing procedures and results.

10. New Business

- a. Hot Tub Upgrade or Replacement – Kerrie Johnson explained that the Board had multiple discussions about replacing the small residential four (4) seater hot tub to a larger twelve (12) seater hot tub that would be more appropriate to serve the lot owners. The Board had obtained quotes and found a Calgary firm offering an appropriate hot tub with its own heat/electrical and would cost approximately \$28,000. There would be additional costs for installation and upgrading electrical. The Board had discussed utilizing the Capital Reserve Fund for the expense, or having a special levy or a fund raising committee. The Board was raising the issue at the AGM to gauge how the lot owners felt about upgrading the hot tub.

Al Rosnau, Lot 115 said that the Capital Reserve Fund was there to provide the funds to replace capital assets and may not provide for an upgrade. Tamara Mutemwa said that having the Capital Reserve Fund study completed this season may present an opportunity to have the item expensed partially or completely and that the Board was researching the possibility.

There was discussion on the hot tub with some lot owners expressing that it was unhealthy and too expensive, that not all lot owners used it and shouldn't be expected to subsidize an upgrade, that overloading was huge problem and certain lot owners did not follow the rules and were blatantly uncooperative. Other lot owners expressed that the hot tub was an asset to the park, a new lot owner stated that they would not have purchased in the park if the park did not have the hot tub and pool, some agreed that lot owners must share in the expenses of all park assets regardless if they use them or not.

Wayne Herve, Lot 2 said that condo fees don't allow us to do much with the resort and we need to be more proactive and move ahead and start saving and working in more fees in order to be active in the park completing projects and making improvements.

Don Mackie, Lot 101 said that the Board should investigate the Capital Reserve Fund money and see if some funds could be used towards the upgrading of the hot tub.

- b. Sunreal Emergency Line – 24 Hour Service – Tamara Mutemwa reminded the lot owners that Sunreal provided a 24 hour emergency service and that this was for reporting emergencies only which were largely limited to fire, water and sewer emergencies. If lot owners were reporting a skunk, they should call animal control; notices would be posted at the bulletin boards. If the lot owners had a noise or nuisance disturbance, theft or vandalism, they should call the local RCMP detachment at 403-887-4443.

Rod Stagg, Lot 40 asked who a lot owner called if the breaker tripped. Tamara Mutemwa said to contact a Board member on site and they could flip the breaker. If a Board member was not available, Sunreal could have maintenance staff attend to the site and flip the breaker as well.

Donna Sandberg, Lot 3 asked if we need a feasibility study to see if we require a larger pool one day.

Lot 88 asked if the internet could be expanded. The wireless transmission, Rob Frank said that a former Board member had researched with TELUS for a better system and we were limited by cost. Currently the pool house office has a simple residential grade router providing the park with an internet hot spot. Wes Worobec, Lot 114 said that the Board could look into replacing the current router with a better quality and mounting it on the roof. Frank Lyall, Lot 1 said that the input and the output is limited and the only way to increase it would be to upgrade to commercial and the cost would be high.

Lot 112 stated that the dogs are making a mess all over the resort and the dog owners are not picking up after them. Tamara Mutemwa said that these incidents should be reported to them when the lot owner knows who the perpetrator is and they can write a bylaw infraction or fine letter.

Kelly Jorgenson, Lot 9 addressed the Board and asked if her item about the basketball hoops could be addressed. Kelly stated that her car had been damaged by a basket ball and after approaching the lot owner to appeal to have the kids be more careful, she was met with rudeness and confrontation. Later she experience vandalism and now feels threatened. Kelly would like to see hoops banned on individual lots and a central area basket ball hoop installed. Kerrie Johnson, Lot 88 reassured Kelly that the item had been discussed in depth at a Board meeting and the item was tabled to a future meeting. Frank Lyall, Lot 1 said that past Boards had dealt with installing a central basketball hoop in the park and it turned out to be a "no – too much liability". He said that the Board had already brought in a soccer goal in the back forty and no one uses it. Al Rosnau, Lot 115 said that there will always be general liability issues in the park, that will always be there and we have insurance to deal with these items. Wes Worobec promised Kelly Jorgenson that the issue would be on the next Board meeting agenda.

11. A motion was presented by Rob Frank, Lot 30 to adjourn the meeting at 11:58 a.m.  
Seconded by Kerrie Johnson, Lot 88.  
Motion carried.

***We, the Board of Directors representing Points West Resort Condominium Corporation No. 882 2999/892 2950, have reviewed the Annual General Meeting Minutes dated May 22<sup>nd</sup>, 2011.***

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President, Date

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Treasurer, Date