WESTMOUNT PLACE

Condominium Corporation No. 8310969
Suite #420, 1100 – 8th Avenue SW, Calgary, Alberta, T2P 3T8

Minutes of Meeting of the Board of Directors
July 17, 2017

Present: Lee Mills (chair), Bob Boyd (minutes), Mona Jones, Susannah Mason, Daniel Gonzalez, Sandra Williams (Montgomery Ross), Rob Stevens (Abba's Maintenance – part time).
Absent: Reg Wamboldt
The meeting was held in the boardroom of suite 420

1. Call to order:

Meeting called to order at 5:37pm by Lee Mills.

2. Changes to the Agenda:

No agenda was produced for this meeting. All items discussed were either part of the reports provided by MRA and Abbas or items brought up as agenda changes.

3. Motions and decisions made by email for the minutes:

July 9, 2017 motion by Bob Boyd and second by Mona Jones to approve the June 12 Board meeting minutes and post to the web site. Motion carried.

July 13, 2017 motion by Bob Boyd and second by Mona Jones to approve the June 28 Board meeting minutes and post to the web site. Motion carried.

4. Insurance (Reg, Bob, Mona, Sandra Williams, Abbas)

4.1 Unit #124 repairs from previous Victaulic leak not completed by MDR. This was an error by MDR and the Owner did not advise. The Owner has betterments and improvements and has now contacted their insurance company. MDR waiting on instructions.

4.2 Unit 83 repairs being handled by MDR. Repairs complete.

4.3 Unit 119 has had a long standing small leak from the deck above. Sandra has provided letter confirming this is a building issue. Rob completed repairs.

4.4 Unit 120 repairs by MDR now complete.

4.5 Unit 138 bathroom is leaking into the unit below. Unit 138 to repair.

4.6 Unit 39 owner tried to repair their bathtub taps without first shutting off the water. Tub overflowed. This is considered negligence and all costs to the owner.

4.7 DOL 20170623. Unit 4 sewer backup repairs being handled by MDR. A stain was left in the hallway which they will need to fix. Damage to unit 139 and 4th floor hallway.

4.8 DOL 20170706. Unit 142 suffered damage from leak in sewer pipe in compressor room. Repairs the responsibility of unit 142 as damage was to betterments and improvements.
4.9 Unit 118 bathroom leaking into the unit below. Unit 118 to repair.

5. Building Operator Report (Abbas Maintenance):

Abbas provided their report. Abbas meets weekly with the maintenance committee Friday afternoons at 3PM and produces an action items report for the weekly review. The most recent report is provided to all board members before regular board meetings.

5.1 Abbas to water planters daily. Abbas coming in on weekends and holidays to water. One owner has been helping with weeding.
5.2 Renovations are complying with the renovation requests.
5.3 Rob was scheduled to attend the 3-day AHS pool maintenance course starting June 19. Unfortunately there was a problem with the reservation. Now on the list for the August course. We need a qualified person before the pool can be re-opened.
5.4 New garbage chute door for the 9th floor has been installed and is operational. Trim needs final repairs.
5.5 Rob obtaining quotes to replace the drain pipes for the west plaza and planter area.
5.6 We will need a building heating shutdown to repair a couple of leaking Victaulic couplings.
5.7 An Owner had a vehicle accident in the parkade resulting in damage to the vehicle and storage locker. There was no damage to common property although there was a lot of smoke and a concerned Owner called the fire department. There was no fire and smoke detectors are not required in the parkade as it is sprinklered. CPS were notified of the accident and met with the Owner.

6. Treasurer's Report (Susannah Mason):

6.1 May and June financial reports deferred as Susannah has supplied a list of questions to MRA.

7. Montgomery Ross & Associates Report (Sandra Williams):

Sandra provides a report before each meeting.

7.1 GST was not current. GST collected as part of the special assessment had not been properly filed by MRA. MRA will be able to reconcile once access is provided to our CRA account. In the mean time we are paying all amounts requested by CRA and the account is current to the best of our knowledge. Susannah to call CRA and arrange for access.
7.2 Arrears stand at about $38k of which about $9k is still outstanding from the special assessment. All arrears, interest, caveats and demand letters are in progress. Interest charges at the rate of 18% are being applied to all outstanding amounts over $200.
7.3 Letter sent to unit 44 on outstanding amounts requesting payment by June 23. Outstanding amounts not paid. Bob and Mona to meet with the Owner to discuss disputed amount. It

was decided to initiate a Statement of Claim against the Owner of unit 44 if he did not pay the outstanding amount.

7.4 Motion by Susannah seconded by Lee to file a Statement of Claim against the Owner of unit 44 if he doesn't pay the outstanding disputed amount. Motion carried.

7.5 Draft reserve fund report was received from Entuitive. It was decided to hold an internal meeting to discuss the report before responding to Entuitive and meeting with them. Internal meeting set for July 26 at 5:30pm.

7.6 Entuitive have proposed checking the parkade traffic deck coating a year after the repairs. Drainage check was done with parkade cleaning. Acoustic check to be performed. Report expected by end of month.

7.7 It was decided to have Entuitive perform the monitoring review on the post tensioned cables in the parkade and main floor. Report has been received and posted to the web site. Additional ports were chipped and more failed cables found. Repairs recommended. We will address repairs once we also have the concrete and traffic deck coating report.

7.8 The fire department has been advised we will be replacing the fire panel. In the meantime we will attempt to clear the trouble alarm.

7.9 We are still getting wet mats from Executive Mats. This problem was supposed to have been resolved in June.

7.10 Our gas contract ends in October. Sandra to contact Utilisource and begin reviewing our options.

7.11 Sandra is getting an updated cost for the compost recycle bin from Waste Management.

7.12 Sandra will be getting small in-suite compost containers for her other buildings at a cost of $5/ea in quantity. They are used with a compostable liner bag which the building would supply. The design committee was concerned the containers were too small and will be reviewing our options.

7.13 It was decided to accept Concrete Innovations proposal to repair and reseal the concrete in front of the building. The concrete should be resealed every two years. Cracks in steps due to heaving of the city sidewalk and will be ongoing.

8. Bylaws

8.1 Letter sent to Owner accused of making excessive noise in gym by dropping weights. Owner is doing sound tests. Owner provided results of sound tests and no new complaints have been received. Sandra to thank Owner for the testing and report. This issue will have to be re-addressed if there are more complaints.

9. Building Maintenance Report (Bob Boyd, Mona Jones):

9.1 The elevator cab interiors need to be available to install as each elevator completes its modernization. That means about 30 weeks after the order was placed with TK for the first

elevator. This issue is getting urgent and we need a design selected before the end of August. Our Project Manager is available to facilitate if needed.

9.2 Abbas to paint security conduit on north side of the building brick colour as a test to see if this would reduce the visibility of the conduit.

10. Other:

10.1 Jason Lei submitted his resignation from the Board today. Motion by Bob seconded by Lee to accept his resignation and thank Jason for his work on the Board. Motion carried.

10.2 Lee expects to have our mat requirements completed in the next couple of weeks.

10.3 A complaint has been filed with the Alberta Human Rights Commission against Westmount Place by an Owner requesting special privileges that contravene our bylaws and to which we have previously responded. We have retained David Cumming of McLeod Law to handle our defence. We do not believe the complaint has merit.

10.4 It was decided to have both TV's in the gym display the same channel.

10.5 An Owner was interested in getting plants for our foyer. She can supply a proposal for consideration.

11. Adjourned:

Meeting adjourned at 7:50pm.

Next regular Board meeting is Monday August 21 at 5:30PM in room 420.