WESTMOUNT PLACE

Condominium Corporation No. 8310969

Suite #420, 1100 – 8th Avenue SW, Calgary, Alberta, T2P 3T8

Minutes of the Meeting of the Board of Directors
November 27, 2013

Present: Mona Jones (chair), Rick Erven, Richard Beale, Bob Boyd (minutes), Christine Perrin (Montgomery Ross), Vicci O'Brien (Montgomery Ross – part time), Patrick Payne (Abba's Maintenance – part time).
Absent:
The meeting was held in the boardroom of suite 420

1. Call to order:
   Meeting called to order at 4:00pm by Mona Jones.
2. Changes to the Agenda:
   Financial discussion changed to before MRA report.
3. Minutes of the last meeting:
   Email motion to approve the minutes of the October 7, 2013 meeting by Mona Jones and seconded by Bob Boyd. Motion approved.
4. Motions and decisions made by email for the minutes:
   October 31, 2013 motion by Mona Jones and seconded by Bob Boyd to approve a Christmas social to be hosted by Lise Lahey at a date to be determined. Expense not to exceed $250. Motion approved.
   Social will be in the front lobby December 12.
5. Building Operator Report (Patrick Payne):
   Patrick provided his report and was excused for the remainder of the meeting.

   5.1 We have a hard copy of the chiller control manual from JCI but are still waiting on an electronic copy. The boilers still have not been serviced and boiler 6 is not yet operational. Action Patrick.
   5.2 Some work on the new sump tank is taking place off site. Waiting for ETA for on site construction. So far floor has been sealed and work has started on the retaining wall. They are using the Reinbold drawing for the tank design.
   5.3 Mike from Generation Electric is still working on his report to the board on generator loads.
   5.4 Testing of the emergency generator by D&N Holdings is scheduled for December 10.
   5.5 VanTech Engineering still hasn't performed investigation into deck drains. MRA to follow up.
   5.6 A complaint was received from an Owner that the maintenance staff had entered her suite without due notice and removed the "pool noodles" she was using to prevent drainage onto her balcony from above. Our maintenance staff did not enter the suite and remove

the noodles. MRA to write formal response to the Owner. It was also identified that the noodles were not allowed as they prevented proper drainage from the balconies above.

5.7 Security staff, both day and night, have been diligent in monitoring the building mechanical systems during their nightly rounds.

5.8 Remi's Mechanical has not been very responsive on a number of issues since the beginning of June. They have not addressed the recirculation pump on the fourth floor (will be given to Caon). They were in today to service the Laars but left them in worse shape than when they started. They haven't finished the work they started on the drains. Patrick to summarize with Christine and Christine to contact Remi's. {Note, in early December Remi's contract to service the boilers was cancelled.}

5.9 K riser domestic hot water circulation balancing in progress. No complaints received.

5.10 Remi's was back 4 times on the backflow devices deficiencies. Work is finished and report sent to the city.

6. Treasurer's Report (Rick Erven and Vicci O'Brien):

6.1 The GST contribution is current with a $6337 surplus. {Subsequently a refund of the surplus was received.}

6.2 Motion to approve the September financials by Rick Erven and seconded by Bob Boyd. Motion approved.

6.3 Motion to approve the October financials by Rick Erven and seconded by Richard Beale. Motion approved.

6.4 The 2014 budget proposal was discussed and amended. There will be no change to the condo fees as there have been enough savings to cover the cost of living increase. The board is still committed to funding reserve projects from the reserve portion of the condo fees without resorting to special assessments. Motion to approve the budget as amended by Rick Erven and seconded by Richard Beale. Motion approved. The budget to be posted to the web site so Owners can review before the Town Hall meeting.

6.5 Rick will need an LCD projector and screen at the Town Hall.

7. Montgomery Ross & Associates Report (Christine Perrin):

7.1 Carpet replacement on third and fourth floors in progress. New flooring to be complete by end November.

7.2 Floor coverings for parkade elevator lobbies in progress. Mats (from Executive Mats) will be used once flooring is complete. New flooring to be complete by end November.

7.3 A contractor made a proposal to review and price building signage. Issue was tabled.

7.4 There have been complaints that Owners calls to MRA have been "lost". Details needed. MRA to respond to Owners when Owners issues addressed.

7.5 Communications between MRA and Abba's was discussed. Each party needs to be informed of issues that affect them.

7.6 ClearVu window fogging remediation is now complete and all call backs have been addressed. Some of the remediation work appears to have been poorly done the first time.

7.7 Refurbishing rental suite 503 before it can be rented was discussed. This suite is in original condition with a lot of wear and tear and some things not working. Christine and Patrick to investigate and obtain quotes.

7.8 The Kerby Center uses us as a muster point. Christine to investigate any agreement. We are not very well equipped to handle people from there. It might be useful to be able to use their facility should the need arise.

7.9 Status of rental storage areas was discussed following Nov. 1 deadline for existing renters. Rates not yet set but need to be market rates. Availability not yet determined. Still need to address destroying personnel records abandoned by an unknown party. Richard has been working on the details.

7.10 Tire storage in parkade was discussed. Previously they had been ruled a hazardous substance and violated our insurance. Christine to check with our insurer.

7.11 The cell phone used by the security desk has been upgraded to include a camera so the guard can email photos of issues.

7.12 Printer issues are still plaguing security. D&S was consulted. It was recommended a new printer be purchased by MRA.

7.13 Newly purchased front benches will be put in storage and handled when Kathleen returns.

7.14 Parkade lobby entrance doors will require sweeps to prevent water flow into lobby areas. Action maintenance.

7.15 Gasonic repaired malfunctioning CO detectors in parkade November 1.

7.16 Clean Team to start cleaning parkade lobbies. Parkade floor cleaning to be postponed to spring.

7.17 Executive Mats restarted the mat program November 25.

7.18 Building carpet cleaning was done on Oct 28 by Nulife.

7.19 Unclaimed lockers to be emptied and cleaned.

7.20 Parkade warning letters were sent our regarding bylaws and Owner responsibility.

7.21 Arrears total a credit of $1594.77 due to advance payments balancing out small amount of arrears.

8. Building Maintenance Report (Bob Boyd and Richard Beale):

8.1 Building envelope project is almost wrapped up until spring. Sure Seal has some minor work to do when the weather improves before they can remove their equipment.

8.2 Little has happened on the fire and security system refurbishment project due to other activities.

8.3 A request was received to remove the door to the elevator lobby from the parkade as it makes it difficult to manoeuvre the shopping carts. This may be a problem as it is a fire door. Christine to investigate.

9. Other:

9.1 A request for Owner feedback on the proposed Health Club will be sent out in time for the Owners to review and provide feedback at the Town Hall meeting. The feedback request will also address the potential elimination of the night concierge.

10. Adjourned:

Meeting adjourned at 6:41pm.

Next meeting is Town Hall financials scheduled for December 11, 2013.

Next board meeting is scheduled for January 13, 2014 at 4pm.