MINUTES OF A MEETING OF THE CONDOMINIUM CORPORATION NO. 831 0969, (WESTMOUNT PLACE) HELD TUESDAY, MAY 22ND, 2007, AT #277, 1100 - 8TH AVENUE SW, CALGARY, ALBERTA, AT THE HOUR OF 4:30 P.M.

In Attendance:

SID GREENNER
STEVE THOMPSON
WOLFGANG LINDNER
RITA PANKOTAY
BRYAN ELLERY - ABSENT
ED ADOLPHE
CYNTHIA MACFARLANE

1. The President called the Meeting to order at 4:40 p.m. An Agenda was presented and approved by the members in attendance.

2. The previous meeting Minutes dated February 27th, April 16th and May 3rd, were presented and discussed.

   Moved by WOLFGANG LINDNER, **Seconded** by ED ADOLPHE, to approve the Minutes from the Meeting held February 27th, 2007. **Motion Carried.**

   Moved by WOLFGANG LINDNER, **Seconded** by STEVE THOMPSON, to approve the Minutes from the Meeting held April 16th, 2007, as amended. **Motion Carried.**

   Moved by WOLFGANG LINDNER, **Seconded** by STEVE THOMPSON, to approve the Minutes from the Meeting held May 3rd, 2007. **Motion Carried.**

3. Business Arising From Previous Minutes – Action List as referenced, is attached.

4. Property Manager's Report: Cynthia MacFarlane reported on the following:

   - Introduction letters were forwarded to the residential and commercial unit owners outlining the new property management company and requesting co-operation of the unit owners to set-up the automatic debit with the new National Bank account.

   - The ownership list provided to Condominium First Management Services was incomplete respecting owners names and contact information. Cynthia was going to undertake to update this list by the next scheduled Board meeting.

   - Cynthia is attempting to complete the financial standing of the Condominium

Corporation for the period January 1st, 2007 to May 1st, 2007. She will try to contact Jerry Park and his assistant, Lila, to obtain the bank balances for the end of May, 2007 and provide a full accounting for the Operating and Reserve accounts in time for the next Board meeting.

- Notice will be given to all the unit owners, as well as a notice placed at the loading dock, to have any construction debris removed by either the contractors of the unit owner and not left at loading dock for removal by the condo staff, pursuant to By-law 3 d) of the Condominium Corporation.

- Cynthia will provide to the Board a precedent of a policy for Westmount Place to provide to the residential and commercial unit owners respecting renovations or upgrading to a unit.

- The AGM is scheduled for Monday June 11th, 2007, to be held at the Kerby Centre at the hour of 7:00 pm. The Notice for the meeting will go out to the unit owners next week once she is in receipt of the audited financial statements from the accountant.

5. Financial Report - Wolfgang Lindner
   - Wolfgang addressed the meeting and advised that he has received the amended financial statements with the requested clarifications. The statements reflect a surplus of $23,275.00. The Reserve Fund balance reflects a balance of approximately $1,006,430.00. All other figures appear to be accurate. We are awaiting, from the bank, the amount of interest earned in the GIC's respecting the reserve fund. This amount will be added to the balance of the reserve fund.

   - Once all figures have been received from Mr. Park and Lila and Condominium First has an opportunity to verify the figures, we will have an accurate updated picture of the financial standing of the Condominium Corporation.

6. New Business:

   a) Westmount Place Office Space:
      - Steve Thompson expressed an interest to rent the old Oakside space from the Condominium Corporation. He presented a proposal and options for renovating the space. Discussion followed.

Moved by WOLFGANG LINDNER, **Seconded** by ED ADOLPHE, that the Board accept the interim proposal by Triumph Engineering to immediately use the common area space and the personal office space previously occupied by Jerry Park of Oakside Management on the 4th floor, at a lease cost of $29.00 per

square foot. A final lease/square footage arrangement will be determined upon the conclusion of a definitive space layout and the associated renovation costs for the space. It was further provided that Steve Thompson provide to Condominium First Management Services a draft lease for consideration. **Motion Carried.**

b) Garage Door Damage:
A unit owner sustained damage to his vehicle when he stopped at the exit from the parkade ramp for a pedestrian. The garage door came down on the back of his mini van and he sustained damage to the back end of his vehicle. The Chairman advised that he will confer with our Maintenance personnel and also contact Sims Doors to inquire whether it would be possible to install a second sensor on the outside of the garage door to prevent this situation from occurring again and also have the door closure pressure checked. It was also discussed to place a sign upon exiting the parkade to "NOT STOP UNDER THE DOOR".

Moved by STEVE THOMPSON, **Seconded** by ED ADOLPHE, to reimburse the unit owner the cost (estimated at between $500 - $600) to repair the damages to his mini van. **Motion Carried.**

c) Security System – Issuing FOBs:
The Chairman advised that he has set up a temporarily system with security for issuing FOBS pending the return of Bryan and confirming a final arrangement with Condominium First.

d) Parkade Cleaning:
A parkade cleaning contractor has been hired to clean the parkade on June 3rd. Cleaning will take place between 9:00 am and 3:00 pm. A sign will be placed in all locations advising the unit owners and tenants to remove their vehicles and other items from their stalls in preparation of the cleaning. The Chairman advised further that the cleaners will do the stairwells.

e) Old Appliances and construction debris:
This item was discussed above and the Board requested Condominium First to contact the owners who have placed old appliances in the loading dock and demand their immediate removal. In addition, a sign is to be placed in the loading dock area indicating no appliances or construction material are allowed to be left in the loading area and all such materials must be removed by the owner, or his contractor, on a daily basis. Materials not removed by the owner will be removed by Management and the disposal cost will be charged back to the owner.

f) Door Hardware:
The Board discussed the need to either repair or upgrade the locks and handles to the outside door to each unit. The hardware and locks are approximately 25 years old and it is uncertain if parts would be available. The Chairman requested Cynthia to contact Parry Bros Lock and Key to investigate the issue and submit a report and cost to rectify the problem.

g) Chimney Inspections:
The Chairman requested Cynthia to send letters to the unit owners who have fireplaces to have the chimneys inspected and cleaned pursuant to the fire code/ bylaw and have the unit owners report back to Condominium First upon completion of the same.

7. It was agreed by the Board Members to hold the next meeting after the June 11th AGM.

8. Meeting adjourned at 6:20 p.m.

Chairman

Secretary