Minutes of the meeting of the Condominium Corporation No. 8310969 – Westmount Place, Held November 20, 2007 at 12:00 noon at the Danish Club 727 - 11th Ave. S.W. Calgary AB

Present: Sid Greenner, chairman, Wolfgang Lindner Treasurer, Steve Thompson, Paul Jones, Cynthia Macfarlane representing Condominium First, the Management Corporation, and Edward Adolphe interim Secretary.

Mr Greenner called the meeting to order, declared the presence of a quorum for the conduct of the business of the Condominium Corporation No 8310969 and presented the agenda prepared for the consideration.

1. Contract work undertaken by Paul Jones for the condominium corporation requires that he take out liability insurance and he expressed his reluctance to do so although he left the matter open for reconsideration.

2. The minutes of the previous meeting of the board, October 16th, 2007 were presented by Steve Thompson. Some amendments were agreed upon and made. Moved by Mr Lindner, and seconded by Edward Adolphe the minutes were on motion approved as amended.

3. The Action list presented to the meeting by Mr. Greenner under Business Arising from previous meetings as recorded in the minutes:

(a) Children, use of pool Policy was taken off the action list

(b) Slab QA check; A report is expected next week and a meeting will be held with Cynthia Macfarlane to confirm the tentative results of reports made and opinions given

(c) The Reserve Fund study update has been awarded to RJ.C.

(d) Parkade pedestrian doors problem; stacking action seems to have been lessened but no additional progress to report by Maintenance or Altec.

(e) 2nd Floor Washrooms: odours problem not yet sufficiently solved; a suggestion put forward to upgrade the sanitary measures including and regular check sheet posting to record the regularity of the attention given by staff. The exhaust fan speed was increased and a urinal replaced at the end of October. The charges have not yet been submitted.

(f) Suite upgrades/Renovations: Draft policy prepared by Cynthia Macfarlane for Review and Comments

(g) Lease Agreement: common area on 4th floor revamped plan with interested lessees in the new conformation of the space.

(h) Suite door hardware; Paul Jones instructed Bob and Ken on repair procedures and the problems on one complaint were taken care of at the end of October. The problems seem not to be as monumental as they were first thought to be.

(i) 5th Floor Balcony storage; Warnings apparently ignored, notice of pending imposition of fines to issue.

(j) Emergency backup follow up: A finalized Service agreement to be presented for Cynthia MacFarlane to approve on behalf of the board with the fixing of pricing schedule.

4. Property Manager's Report

(a) R.J.C quote on the review and certification of the anchors for safety of window washing equipment depending on needs, between $2900 FOR Engineering only and up to $5000 dollars if load testing is required.

(b) Storage locker space; 5 rented; Steve Thompson and Kirk Loeffler to be offered a reduced rate of $125 per month for the first year only for the P3W and P4W rooms. Sid undertook to contact Joan Dennis regarding possible interest in renting the P1W storage room with non fluid restriction because of proximity of electrical equipment.

(c) Auditors; three quotes very similar in price; the board will decide on the recommendations of the Management Corporation. The G.S.T. problem with commercial addressed and awaiting word from the Federal government department involved. The elevator stepper costs would be a Reserve Fund expenditure. Wolfgang Lindner moved that we charge the cost of the replacement elevator switch to the Reserve Fund, seconded by Ed Adolphe – All in favour.

(d) Overall budget expenses very heavily concerned with three important necessary outlays: Water and Sewer, utilities and Salaries.

5. Financial Report – Mr. Lindner:

- **Debt lowered and Caveats in place; may show a $53,000 surplus; we may have $ 35,000 to release to the Reserve Fund which could leave a $20,000 net surplus, well within the budget at year end.**

- **There may be a sum of interest that might well be added arising from the collection of outstanding debts.**

6. New Business

(a) i General: a six and a half (6 ½%) increase in expenses but an increase in revenue from storage and locker rental, fobs etc. will result in a five (5%) increase in condo fees.

ii 2007 budget overestimated by 10,000.
The Bank accounts operative and reserve were separated as required.

iii The 2008 budget to be delivered for the 1st of December to the unit owners

(b) Draft Procedure documents to be reviewed and returned to Sid with comments by December 1st so they can be updated and distributed to owners in late December or early January.

(c) Maintenance – presents multiple problems in organization, execution and personnel efficiency: Planning is underway to address all of them as circumstances will permit

(d) Parkade carts for use by owners are will be purchased if one under consideration seems to be a good change and upgrade.

(e) A detailed complaint was received describing the use of the common area in the parkade by oversized and improperly parked vehicles. It will necessitate letters to persons considered responsible for any such use.

(f) A Christmas party will be held December 13th was authorized by unanimous consent of the board as well as a staff Christmas bonus.

(g) Triumph Ltd introduced a request for a fibre optic connection to its offices across the street. Particulars as to installation have to be sorted out and considered before a reply can be given the company.

The next board meeting was set for February 5th 2008.

On Motion made by Edward Adolphe seconded by Mr. Greenner and passed with by all present members of the board at 3:15 O'clock P.M. the meeting was adjourned.

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Chairman **Secretary**