# *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
## March 10, 2014

Present: Mona Jones (chair), Rick Erven, Richard Beale, Bob Boyd (minutes), Christine Perrin (Montgomery Ross), 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:
   None requested.
3. Minutes of the last meeting:
   Approval of the minutes of the February 10, 2014 meeting had been delayed until MRA could confirm the owner of unit #117. The identity of the owner was confirmed. Motion to approve by Rick Erven and seconded by Mona Jones. Motion approved.
4. Motions and decisions made by email for the minutes:
   March 7, 2014 motion by Rick Erven and seconded by Bob Boyd to approve the January 2014 financials. Motion approved. Rick will arrange for posting to the web site
5. Building Operator Report (Patrick Payne):
   Patrick provided his report and was excused for the remainder of the meeting. Patrick meets weekly with the board members involved with maintenance and the board keeps an action items log for the weekly review.

   5.1 New cooling tower sump tank is in use. Automatic fill mechanism not yet installed so need to monitor and adjust fill manually. Chemicals are being added manually.
   5.2 Mike from Generation Electric is still working on his report to the board on generator loads.
   5.3 Identification of issues with MUA and exhaust units continued.
   5.4 We will be going out for quotes to clean the waste stacks. This likely has not been done for many years (if ever) and we are having some issues with poor waste drainage. May take a few applications to clean.
   5.5 ARK restoration is currently on site dealing with the many flooding issues of late. They are occupying the board's offices as their base of operations.
   5.6 Remi's never completed repairing the parkade drains. Patrick will arrange for others to complete this work.
   5.7 All three EVO boilers failed in January. Two of the boilers have leaks in the heat exchanger and are out of service permanently. Parts were cobbled from all boilers to make one

operational boiler which failed in February with fouled tubes and is now out of service permanently. All three Laars boilers are in service and building heating flow has been diverted to them.

5.8 Caon has been working on repairs to the DHW recirculation system.

5.9 Patrick provided a quote to the board to replace both heat exchangers servicing the pool and hot tub and was advised to proceed with their replacement.

5.10 Caon is producing a quote to modify the controls on the heating medium expansion tank.

5.11 Cracked window in suite 1803 does not appear to be related to Clear-vu remediation. Window to be replaced. MRA to handle.

5.12 Patrick will tape the cracked window in 1601 caused by the 1701 flood. Replacement of the window will be added to the building envelope work.

5.13 Many suites have been found with leaks near the heating medium isolation valves including on both sides of the valves. Many of the isolation valves are in poor condition.

5.14 There is an issue with sweating pipes in the walls. Currently many aren't a problem as repair work has left holes where they can breathe but this may change when the holes are repaired.

5.15 Patrick to investigate options for filling in the depressions left by the broken tiles near the front entrance.

5.16 Patrick to look into alignment issues with parkade overhead door.

6. Treasurer's Report (Rick Erven):

6.1 The GST contribution is current.

6.2 The February financials will be available soon.

6.3 The 2013 financials have been sent to the auditor. The auditor will present the results of the audit at the AGM in April. He will be first on the agenda.

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

7.1 Suite 503 has been rented at $1800/mo effective March 15.

7.2 Our cable TV contract with Shaw ends July 31. Rick Erven has received a proposal from Shaw to extend the arrangement and potentially include Internet and phone service. The rates appear very good. Still waiting for a response from Telus. Discussion postponed to a later meeting.

7.3 Hall lighting will be gradually replaced as allowed for in the budget. The existing fixtures are in bad shape. New units will be LED.

7.4 Muster point agreement with Kerby Centre discussed. Richard to scan and distribute information on Downtown West.

7.5 We are still waiting for the annual fire inspection report.

7.6 Parkade floor cleaning postponed to June 7 due to lack of availability of cleaners. The cleaners have requested that Westmount Place install cages around the sprinkler heads.

The board has refused the request for cages and has directed MRA to find another cleaner if necessary.

7.7 Exterior windows are very dirty. Window cleaner will clean such as weather allows but once envelope project resumes we will have to stop window cleaning.

7.8 Arrears total $65,449.77. Most of the arrears are $25,000+ to unit 105 for the heating system loss of containment event in December and $25,000+ to unit 79 for the heating system loss of containment event in February. This charge is the buildings insurance deductible as leaving a window or door open in extremely cold weather is considered negligence and recoverable by the board as per our bylaws.

7.9 Roof anchor inspections are due in May. The board requested they be done as soon as practical.

7.10 Arrangements have been made for the AGM April 28. The room and sound system are booked and MRA will provide someone to record the minutes.

7.11 Documentation has been received authorizing the new owner to take possession of unit #36.

7.12 MRA were requested to recommend an engineering firm to replace Manticore for our post tensioned cable study.

7.13 The parkade lobbies are being painted Chinchilla white which is the same color as the third floor common area. There will be new black vinyl base.

7.14 ARK is still repairing damage from the various floods. They are obtaining sign-off's from owners as work is completed in their suites. Some owners are reluctant because of water leakage ongoing from the heating system even though this is a different problem unrelated to the flooding.

7.15 Mona to contact the landscaping committee.

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

8.1 Building envelope project is wrapped up until April. We will be meeting with Sure Seal March 11 to discuss restarting the project.

8.2 See item 5.7. We are currently obtaining quotes for replacement of the EVO boilers. MRA are directed to start an insurance claim to see if any of the costs are recoverable. Cambrian Condo Consulting has been engaged to manage the project.

8.3 See item 5.13. We may want to replace all the isolation valves in the units on the heating medium and repair any cracked leaking pipes. While the isolation valves are normally considered the owners responsibility we may want to have the building cover the costs as we would do them all. This effort will be very difficult and will have to be done in the summer when we can completely shut down the heating system.

8.4 An owner raised the issue of in-suite security systems. The original in-suite system has been abandoned and is no longer monitored although some in-suite functions may still work. The board will consider the in-suite aspects as part of their review of the building needs. One company is putting together a proposal for monitoring in-suite water issues which may also be able to perform other in-suite functions.

8.5 No decisions on fire panel replacement will be made until we receive the annual inspection report.

9. Other:
   9.1 We have resumed discussions with the Health Club and they are preparing a design and contract. We are expecting something from them this week. We have retained legal counsel (Garrett Hamilton) to review the agreement.
   9.2 The board has received a letter from the lawyer for unit #105 disputing our right to charge them the insurance deductible. The matter has been referred to our lawyer for an opinion.
   9.3 We have been given a verbal go-ahead from OPC for the destruction of the files in storage room P3 east.

10. Adjourned:

Meeting adjourned at 6:20pm.
Next board meeting is scheduled for April 14, 2014 at 4pm.
The AGM is scheduled for April 28, 2014.