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
July 7, 2014

Present: Mona Jones (chair), Dan Beyaert, Bob Boyd (minutes), Richard Beale, Christine Perrin (Montgomery Ross), Patrick Payne (Abba's Maintenance – part time).
Absent: Jim Owaise (no notice or reason given)
The meeting was held in the boardroom of suite 420

1. Call to order:
   Meeting called to order at 4:04pm by Mona Jones.

2. Changes to the Agenda:
   None.

3. Approval of June Minutes:
   Motion by Mona seconded by Bob to approve the minutes of the June 6, 2014 board meeting. All in favour except Richard who abstained because he did not attend the June meeting.

4. Motions and decisions made by email for the minutes:
   None.

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 there is an action items log for the weekly review.

   5.1 We are in receipt of the annual fire inspection report. Christine will be getting quotes. Guidance needed from the board as some of the work overlaps with the fire panel replacement project.
   5.2 Reggin's were in and serviced the air compressors. Obtaining quotes from JCI for automated timers.
   5.3 Abbas needs clarification on ownership of commercial area fan coil units.
   5.4 Elevator repairs coordinating with T-K and drain doctor to get water out of freight elevator pit.
   5.5 Outside lights photocell replaced. Now lights turn off during the day.
   5.6 There will be a shutdown next week to allow Reggin's to repair DHW lines in 4th floor ceiling.

5.7 Pool and hot tub have been shut down due to safety concerns. Chlorination equipment has been malfunctioning and producing excess chlorine. There is no safety backup system. The existing equipment cannot be reliably repaired. The expense of pool repairs is greater than we wish to spend at this time. A notice will be put together for the residents.
5.8 Abbas work in removing heating cabinet covers is progressing better than expected.
5.9 Cardboard pickups will continue on an as-needed basis.
5.10 Awaiting replacement parts for men's steam shower.

6. Treasurer's Report (Dan Beyaert):
   6.1 Motion to approve the May financials by Dan seconded by Mona. Motion approved.
   6.2 Low limit credit cards are in place for Dan and Magdi to handle day to day miscellaneous purchases. Initial purchase of supplies completed.
   6.3 We are spending a lot on natural gas. Much more than expected. Dan and Christine to analyze.
   6.4 Dan will provide cash balance information to help us monitor our cash flow situation. We are currently in danger of running out of cash because of the large amounts that have been lent to the insurance companies to cover our claims. It is very difficult to predict when they will repay us.

7. Montgomery Ross & Associates Report (Christine Perrin):
   7.1 The GST contribution is current.
   7.2 Clean Team advised to clean the exit stairwells and parkade lobbies first thing after the parkade cleaning. They will now clean the stairwells regularly.
   7.3 Entuitive Engineering are doing our post tensioned cable study. They will be starting tomorrow. One of our security personnel will escort them within the suites.
   7.4 ARK is still repairing damage from the various floods. They are obtaining sign-off's from owners as work is completed in their suites. Ark repairs resulting from unit 105 flood now complete. Ark repairs resulting from unit 79 flood in progress and about 90% complete. Ark will be performing repairs from unit 72 flood.
   7.5 There have been complaints that Ark has left suites unlocked as they perform their repairs. Apparently this relates to their sub-contractor access. All keys will be left with the concierge and be signed out by each sub-contractor.
   7.6 One unit elected to manage their repairs themselves. Insurance companies only pay based on "exact pricing". The unit owner will be responsible for any costs above "exact pricing". Currently they are holding up receiving all the insurance funds. Christine to expedite.
   7.7 We haven't yet got proof of loss completed for the unit 79 flood. Proof of loss is needed before the insurance companies will reimburse.
   7.8 Arrears total $87,269. Of that $50,000 is the disputed deductible claims from the two suites that caused flooding. One Owner of two units that is habitually behind will be asked to provide post-dated cheques. MRA has been instructed to follow the delinquency procedure and charge interest whenever anyone is late with their fees.

7.9 It was agreed the floor mats supplied by Executive mats would be removed for the summer. The mats still in the parkade elevator lobbies will be removed.

7.10 We will not be spending any more on landscaping this year.

7.11 Christine provided the board with the lighting study showing potential electricity savings. Patrick provided pricing for energy efficient bulbs. Board to review and respond.

7.12 We are waiting for invoices so we can start processing the boiler failure insurance claims.

7.13 The Board should not get involved in disputes between Owners. This puts the board in the position of having to choose sides.

7.14 Extended Owner absence was discussed particularly in regard to monitoring of suites during absence. Our insurance policy covers the whole building and as long as we have people in the building our insurance monitoring requirement is met. We have no requirement to inspect individual suites. The situation may be different for an individual Owner's policy which may have suite monitoring requirements.

7.15 Insurance only covers loss "events" i.e., there must be an identifiable event that causes the loss. Where the loss occurs over a period of time (e.g., leaky plumbing) it is not covered by insurance.

7.16 Debris in front of the building is to be cleaned up by Abbas.

7.17 We haven't had a reply yet on the door springs purchase. Christine to follow up.

8. Bylaws

8.1 Ten day offense notices were delivered to 18 suites on May 26. Two other smoking notices were issued. The offense notices seem to be effective.

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

9.1 The building envelope project is ongoing. We are making good progress with the identified work. We have run into additional problems that are being identified during the envelope work including parapet caps for the curtain wall windows and lack of structural support for the bricks in the mechanical room. We are obtaining quotes for additional work at ground level.

9.2 New RBI boiler installation is mostly complete except for the electrical work. We need to be able to submit the invoices to progress the insurance claim. We won't be able to do a performance test until we get cold weather in the fall.

9.3 The isolation valve replacement shutdown and valve replacement will start July 14.

9.4 Deck repairs may not be address until next year. As exclusive use property we may require those with exclusive use to pay for the repairs.

9.5 Fire panel replacement project. On hold. See also 5.1.

9.6 Security systems replacement/upgrade project. On hold.

9.7 Computer systems replacement project. On hold.

9.8 Funding for projects is managed through a cash flow model. Because of the large calls on our cash by the insurance claims and the unknown costs of some of our projects we are not in a position to accurately forecast our cash flow for the rest of the year. Most projects that are not essential will be on hold until we can come to grips with our cash flow issues.

10. Other:

10.1 Dan is still looking into options for use of unit 1C.

10.2 Rental of storage units and motorcycle parking was deferred. The current motorcycle parking is now only used by one motorcycle and blocks access to a parking stall.

10.3 The Shaw cable contract is up for renewal at the end of July. Mona to follow up on getting contract signed. Richard to follow up on possible cost savings for Shaw Internet service subscribers.

10.4 Our legal counsel at McLeod Law is now David Cummings. The ongoing legal actions were discussed.

10.5 We have received an invoice for patio door repairs done by an Owner. Does this qualify for reimbursement? Motion by Bob seconded by Richard that Owners are responsible for maintenance and repair of doors to exclusive use patios, balconies and decks. Motion approved.

10.6 Mona to arrange date for a Board meeting proposed by the developer of West Village Towers.

11. Adjourned:

Meeting adjourned at 7:15pm.

The next board meeting is scheduled for August 12, 2014.