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
August 12, 2014

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

1. Call to order:
   Meeting called to order at 4:05pm by Mona Jones.

2. Changes to the Agenda:
   None.

3. Approval of July Minutes:
   Motion by Bob seconded by Mona to approve the minutes of the July 7, 2014 board meeting.
   Motion approved.

4. Motions and decisions made by email for the minutes:
   July 16, 2014 Motion by Bob Boyd seconded by Mona Jones to approve the revised Fahrenheit 451 quote for repairs to the Fire Alarm System, the Sprinkler System, and the Fire Extinguishers.

   July 18, 2014 Decision to sign and accept the SHAW CABLE contract agreement.

   July 23, 2014 Decision to sign and accept the Reggin change notice to upgrade the existing boiler control panel feed from elevator electrical panel on emergency power.

   July 29, 2014 Decision to make Mr. Lamy a formal offer to drop his law suit and take no further action after the deadline to serve his records passed

5. Building Operator Report (Patrick Payne):
   Patrick provided his report. Patrick meets weekly with the board members involved with maintenance and there is an action items log for the weekly review.

5.1 Motion by Bob seconded by Mona to accept the JCI quote of June 30, 2014 to replace the existing timers and valves on the compressed air distribution system. New system to use the building control system and will be temperature based. Motion approved.
5.2 Abbas needs clarification on ownership of commercial area fan coil units.
5.3 Elevator repairs coordinating with T-K and drain doctor to get water out of freight elevator pit. In progress.
5.4 Protocol for "trapped in elevator" scenario discussed. Procedure in existing manual. Abbas to be called to support elevator maintenance personnel. Need elevator specific key set for elevator contractor to use.
5.5 Abbas Maintenance is offering to check on suites for Owners who are out of town. The arrangement will be direct between the Owner and Abbas and will not involve the Board. Pricing and payment to be arranged between the Owner and Abbas and will depend on the services the Owner requests (number of visits, plant watering, etc.).

6. Treasurer's Report (Dan Beyaert):
6.1 Motion to approve the June financials by Dan seconded by Mona. Motion approved.
6.2 Bob provided updated cash flow information for the rest of the year for the reserve fund projects. Currently we expect to have enough money for our obligations. One unknown is our remaining commitments to Ark relating to the insurance claims. Christine to provide details on the amounts we expect to have to pay Ark this year.
6.3 We are spending a lot on natural gas. Much more than expected. This appears to be because of a spike in gas prices this year.
6.4 Dan has been working with a gas broker with the goal of putting in place a contract that will allow us to better budget our gas costs. The broker is currently recommending a 3-year contract. Dan will send out a proposal to be voted on.

7. Montgomery Ross & Associates Report (Christine Perrin):
7.1 The GST contribution is current.
7.2 We require the paid invoice for the elevator electrical panel upgrade to meet the insurance company requirement before we can be reimbursed. This work will be done in August.
7.3 Post tension cable inspection completed. Short form report (less drawings) to be posted on the web site.
7.4 Motion by Mona seconded by Bob to engage Entuitive Engineering to perform a capacity calculation on the post tension cables in the parkade for $5000. Motion passed.
7.5 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 near completion. Ark repairs from unit 72 flood near completion.

7.6 MRA were requested to obtain the name of the person involved in the July 27 security incident with respect to obtaining restitution for damages and determining if anyone from the building was involved.

7.7 Arrears total $74,927. Of that $50,000 is the disputed deductible claims from the two suites that caused flooding. MRA has been instructed to follow the delinquency procedure and charge interest (18%/yr) whenever anyone is late with their fees (i.e., fees are still owing at the beginning of the following month). Costs are also charged which are typically $273 for a caveat placed on the title and $500 for a demand payment letter (first step in foreclosure).

7.8 The 9th floor carpet was damaged by renovations to unit 36. It has been cleaned and no further action is necessary.

7.9 Christine provided the board with the lighting study showing potential electricity savings. Patrick provided pricing for energy efficient bulbs. There are issues with both proposals that will require additional study. Bob will work with Christine later this year on a path forward.

7.10 Bob requested he be provided with a copy of utilities invoices as we receive them. He would also like copies of previous invoices to monitor use.

7.11 An Owners maintenance manual was discussed. No action at the current time.

7.12 An insurance claim has been opened for the resident claiming injury in the whirlpool incident. Our insurance company will be investigating the claim.

7.13 Door springs have been ordered. There will be a 6-week delivery.

7.14 Training of security staff was discussed. We have a security manual. Christine to investigate open book test on material in manual.

8. Bylaws

8.1 No activity.

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 and expect to complete work this year. 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 is going well and we expect to be able to refill the system in mid-August.

9.4 Deck repairs may not be addressed 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 has been deferred until the elevator project is well underway. Because of our cash flow situation we elected to replace the smoke detectors with old technology units (about $10k) and defer the cost of a new fire panel.

9.6 Security systems replacement/upgrade project. On hold with planning to resume this fall/winter for execution in 2015.

9.7 Computer systems replacement project. On hold. Will need to be implemented coincident with the security systems work.

10. Other:

10.1 Maintenance of the third and fourth floor locker/sauna/steam shower/showers was discussed. It is intended these areas receive regular cleaning and routine maintenance as needed. Christine to review these areas and comment on their condition.

10.2 Mona, Richard, Bob and Katharine Jones met with Bruce McKenzie on August 1 regarding the West Village Towers project proposed for the block south of the building. Bruce provided a short presentation and discussion of their plans. Currently they don't have a web site or materials to hand out. They are planning for 3 towers with 600 higher end unfurnished rental units. The tower closest to us will be 25 stories and 26m away to the south west. The lower two levels will include retail and commercial including a food store on the south side. The north side may have an enclosed mall area. They are going to the city for approval Aug. 28 and expect to have their drawings completed 6 months after that. They are acting as their own general contractor.

10.3 A suggestion by an Owner for a newsletter was discussed. It was agreed it would be a good idea but needs someone to manage.

10.4 We have offered the Owner of the unit causing the first flood the option of taking the case before a judge for a ruling. We are awaiting commitment from the Owner that the judgement will be final.

10.5 So far Roger Lamy has missed the date for providing details of his claim against us. We will make him a formal offer to drop the case with no request for costs.

10.6 The issue of equity in parking stall assignment was discussed. Some Owners were given additional stalls as an inducement with their purchase. The inducement was intended to be to the purchaser not the unit. It was agreed that parking stalls should be assigned based on unit factor. It was agreed that the best (least disruptive) time to change parking assignments was when unit ownership changed. MRA was directed to advise the Owner of unit #49 (UF=54) that one of their two parking stalls will be reassigned. It was also agreed that parking leases would not be offered in the future.

11. Adjourned:

Meeting adjourned at 7:15pm.

The next board meeting is scheduled for September 8, 2014.