# *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
## November 10, 2014

Present: Mona Jones (chair), Bob Boyd (minutes), Richard Beale, Dan Beyaert, Christine Perrin (Montgomery Ross), Patrick Payne (Abba's Maintenance).
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 4:03pm by Mona Jones.

2. Changes to the Agenda:
   Add rates for storage lockers, change room lockers, motorcycle parking.

3. Approval of Previous Minutes:
   Motion by Bob seconded by Mona to approve the minutes of the Oct. 6, 2014 board meeting. Motion approved.

4. Motions and decisions made by email for the minutes:
   Oct. 20, 2014 Decision to accept the Reggin Technical Services Ltd. Priority Preventative Maintenance Inspection Contract.

   October 20, 2014 Decision to accept the Reggin Technical Services Ltd. quote for the fourth floor water leak repairs.

   October 20, 2014 Decision to accept the All Kind Door Services Ltd. quote to replace the overhead garage door face including double end hinges to install a new full length hinge on the main inside front door.

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 Cast iron drain pipe in parkade is cracked and leaking rusty water on a vehicle. Permission given to allow the temporary use of stall #23 until leak fixed. Getting quotes from E&B Drains.
   5.2 Abbas needs clarification on ownership of commercial area fan coil units.
   5.3 Auditing commercial electrical metering connections in progress.

5.4 MUA #8/9 not operating properly (no heat). Reggin to provide quote. Low priority item.
5.5 Screen replacement waiting for completion of envelope work. Will likely be deferred until the spring.
5.6 Assembling specific key rings for contractors is in progress. Rings assembled but keys need to be stamped.
5.7 The parkade drains will be cleaned and repaired before the next parkade cleaning. Still getting quotes as there was an issue with the Drain Doctor quote.
5.8 Obtaining quotes to move VFD units for cooling tower fans.
5.9 Abbas working with Reggin to fabricate replacement heating cabinets to replace damaged units.
5.10 Outside drains cleaned Nov 7.
5.11 Sump pump #2 failed on overload. Both pumps being refurbished and a new pump ordered. One will serve as on-site spare.
5.12 Conduit feeding lights in mechanical room cut by envelope workers. Conduit repaired.
5.13 Reggin has been performing annual cross-connect service.
5.14 Fourth floor piping quote being evaluated. Possible shutdown Nov 18.

6. Treasurer's Report (Dan Beyaert):
6.1 The reserve fund spending plan for 2015 was discussed and agreed upon. The spending plan will be provided to the Owners along with the 2015 budget and condo fees.
6.2 We have worked out that the fee charged by Home Investments to manage our reserve fund investments will be cut in half in light of our minimal need for long term investments.
6.3 Upon a motion duly made by Dan Beyaert and seconded by Mona Jones it was resolved that the Westmount Place 2015 budget be hereby adopted for operating expenses , reserve fund contributions and contingency totalling $2,153,818.00 for the fiscal year commencing January 1, 2015. Motion unanimously carried. The distribution of the budget to owners will take place shortly.

7. Montgomery Ross & Associates Report (Christine Perrin):
7.1 The GST contribution is current.
7.2 Entuitive Engineering capacity calculation on the post tension cables in the parkade has been received. Entuitive have recommended replacement of defective cables. Issue to be addressed in 2015 and has been included in the reserve fund spending plan.
7.3 Richard Beale has taken over resolution of the insurance claims and is working with all parties to resolve the outstanding issues and payments.
7.4 Arrears total $98,130. Of that $50k is the disputed deductible claims from the two suites that caused flooding. An additional $25k is from an owner of two suites who is no longer paying his fees. 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) and caveats are to be placed promptly. After the caveat has been in place a month a demand letter is to be issued. 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).

7.5 The board are investigating more effective means of collection. Initial contact with a collection agency was not successful. We also need to look more closely into the foreclosure process.

7.6 Chubb Edwards upgrade of communications link to their monitoring center was approved by the Board. Subsequently they discovered they had incorrectly quoted the work. The board has refused the re-quote. Dan to take up the matter with Chubb.

7.7 It was noted we do not have accurate email addresses for all owners and residents. No action at this time. It is up to individual owners and residents to ensure they keep their contact information up to date.

7.8 Motion to accept Renfrew Insurance quote of $101,543 by Mona seconded by Richard. Motion approved. Insurance to be paid in 3 payments. Insurance is from Nov 20 to Oct 31, 2015. Water damage deductible now $50,000.

7.9 The Kerby Centre has been booked for Nov. 17 budget presentation.

7.10 Christine to notify owners of units #128B and #140 that they must get their fobs recertified at the security desk or face having them deleted from the system. It is thought that employees of companies no longer in the building were still using building facilities.

7.11 Cracked window repairs/replacements in progress.

8. Bylaws

8.1 Unit #140 has been given an offense notice to repair the common property where they had located their business signage. Repairs to be made and charged back to owner.

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

9.1 The building envelope project is ongoing. We have found problems with the quality of the caulking work. Sure Seal have been requested to redo the defective caulking. It was estimated that three weeks of work was still left.

9.2 Renovations being made to planters, ground level caulking and concrete. An additional handicapped access ramp has been installed.

9.3 New RBI boiler installation is complete. Commissioning set for Friday.

9.4 Investigation into balcony cracks by Entuitive is complete. These are near the locations of the post tensioning cables and do not appear to be a problem.

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

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

9.7 Lighting renovations on hold with plans to resume later this year for implementation in 2015.

10. Other:

10.1 Melnyk lawsuit will be going to a judge for a decision in February 2015. Suit appears to be the work of his insurance company.

10.2 Lamy lawsuit will be left to die. Mr. Lamy has missed all deadlines for continuing his suit and has not responded to our offer to drop the suit without consequence.

10.3 Bray lawsuit has passed the statute of limitations on service however he is appealing so this will have to go before a judge.

10.4 Dan is currently working on the costs necessary to restore and operate the pool. There may be other options as well.

10.5 Richard to put together policy on in suite repairs where the damage is outside the control of the owner.

10.6 Bob to put together policy on reassignment of parking stalls.

10.7 Dan to work on pros and cons of carving up the owned property for sale or rent.

10.8 Motion by Mona seconded by Bob to provide Lise Lahey with $250 (same as last year) to put on a Christmas party. Motion approved.

10.9 Richard to check into whether Shaw will provide bulk rates for Internet access.

10.10 Bob to update leases for storage rooms. Bob provided suggested lease rates which will be given to the three existing storage room lessee's.

10.11 Day locks only will be allowed in the locker rooms. We will not be offering yearly rentals.

11. Adjourned:

Meeting adjourned at 7:27pm.

The next board meeting is scheduled for January 5, 2015 at 4pm.

Presentation of the 2015 budget to Owners Nov 17 at 7pm at Kerby Center