WESTMOUNT PLACE

Condominium Corporation No. 8310969

Suite #420, 1100 – 8th Avenue SW, Calgary, Alberta, T2P 3T8

Minutes of Meeting of the Board of Directors
February 2, 2015

Present: Mona Jones (chair), Bob Boyd (minutes), Richard Beale, Dan Beyaert, 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 4:03pm by Mona Jones.

2. Changes to the Agenda:
   Add fireplace conversion request for unit 116.
   Add use of unlicensed and unapproved contractor by units 73 and 79.
   Add case of lizard and crickets in unit 52.
   Add issue of some residents feeding the birds.

3. Approval of Previous Minutes:
   Motion by Mona seconded by Richard to approve the minutes of the Jan. 5, 2015 board meeting. Motion approved.

4. Motions and decisions made by email for the minutes:
   Jan. 29, 2015 Motion by Bob seconded by Mona to accept the proposal by BEEI and Cambrian Condominium Consulting to hire Alberta Glass and West Point to repair the building envelope around units 142 and 4 and to investigate the design and repair of the deck inverted roof. The specific roof information will be used in the development of a solution to our generalized deck drainage problem. Motion approved.

   Jan. 30, 2015 Motion by Bob seconded by Mona to accept the Entuitive Engineering proposal to prepare the bid documents and tender the work for replacement of the post tensioned cables as recommended in its report. Conditional to that, until the work is awarded we cannot accept the part that includes managing the project (construction and contract administration). Motion approved.

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 by the occupant of stall #43 until leak fixed but occupant doesn't seem to be taking advantage of the offer. Additional drains need repairing before we can perform the next parkade cleaning. Quotes requested. Ongoing.

5.2 Abbas needs clarification on ownership of commercial area fan coil units. Access panels being installed to unit on main floor by mailboxes.

5.3 Auditing commercial electrical metering connections in progress.

5.4 Cooling tower VFD's being relocated to the electrical area under the cooling towers so they will stop overheating.

5.5 Screen replacement will likely be deferred until the spring after the windows have been acid washed.

5.6 Abbas to investigate getting the dry parkade sweeper operational. Batteries need work. We may be able to do some dry cleaning.

5.7 All Kind doors ordering replacement parts for the parkade overhead door.

5.8 We have two heating medium water analysis reports. One from Reggin and one from Water Solutions. The two reports differ on the issue of iron content and need to be resolved.

5.9 We have had drainage issues with respect to the third floor bathrooms. Abbas to get quote to separate the drain lines from the ladies change room and unit 1A.

6. Treasurer's Report (Dan Beyaert):

6.1 Motion by Dan seconded by Mona to approve the December financial reports. Motion approved.

6.2 Purchases made to the building credit card will have to be pre-approved. The card has a $3000 limit which was the lowest we could get.

6.3 The operating and reserve fund status is now reconciled as of December 31, 2014.

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

7.1 The GST contribution is current.

7.2 Richard Beale has taken over resolution of the insurance claims and is working with all parties to resolve the outstanding issues and payments. Still waiting for 20+ certificates of completion. Final proof of loss sent for 1701 claim. Proof of loss pending for 1606 claim.

7.3 Arrears total $78,754. Of that $50k 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) 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).

7.4 The board are investigating more effective means of collection. We have made arrangements with Impact Collection agency. Collection agencies can be effective because of their persistent manner and ability to affect a person's credit rating. Fees for a collection agency depend on how difficult it is to collect the money.

7.5 MRA was instructed to request accelerated condo fees for units 79, and 120. This means their entire condo fees for the year become immediately due and payable. We will also begin the foreclosure process for these units. The Board to contact our lawyer directly to proceed with foreclosure.

7.6 Unit 36 arrears will be sent to the collection agency.

7.7 Unit 5 was given an opportunity to repay their backlog using a payment plan. They have now paid in full.

7.8 Owners of units #128B and #140 must get their fobs recertified at the security desk or face having them deleted from the system. Fobs are currently being deleted in small groups. Nineteen fobs deleted.

7.9 Window washing has been postponed until spring.

7.10 MRA has terminated the telephone line in suite 420.

7.11 The new city recycling bylaw for multiunit buildings comes into effect February 2016. There are a few choices in how this might be implemented in our building. This issue will be deferred until later in the year.

7.12 Trim pictures were selected for the parkade elevator lobbies to protect the walls from the shopping carts. Dan to download at medium resolution for $129/ea. MRA putting together pricing proposal for these and other signs.

7.13 MRA will arrange a building walk through with the board for February 6 and 27.

7.14 It was agreed that we would rent garbage bins for residents to use to get rid of larger items from time to time. Item deferred to March meeting.

7.15 MRA to get quote to clean the stair wells from Clean Team.

7.16 The locker areas are almost ready to rent.

7.17 Affidavit completed for Bray lawsuit.

7.18 Wet cleaning of the parkade has been deferred until the drains are repaired.

8. Bylaws

8.1 The Owner of unit 52 has a Bearded Dragon lizard for a pet which he feeds live crickets. Some of these crickets have escaped and been found in nearby suites. Keeping a pet other than a bird or a fish is a contravention of the bylaws. Motion by Mona seconded by Bob to give the Owner 10 days to get rid of the lizard or be fined at the rate of $50/day. Owner to also be advised that he will be responsible for any costs related to vermin (crickets). Motion approved. MRA to advise nearby Owners (2 units in all directions) of possibility of crickets in their suite. The crickets cannot survive long in the building environment so we don't expect longer term consequences.

8.2 Feeding wild birds is a contravention of the Westmount Place bylaws. If the guilty can be identified we will take appropriate action.

8.3 During a recent building shutdown it was discovered that Eric, an unlicensed and unapproved plumbing contractor had been hired. Eric came very close to causing a significant flooding incident when he was stopped by our building maintenance staff. He fled the building taking the Owner's payment. This incident could have been much more expensive for the Owner as our insurance deductible is now $50,000. MRA to send warning letters to units 73 and 79. We will also now require a renovation request for all water shutdowns.

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

9.1 The building envelope project is substantially complete. Remaining ground level work will be deferred until spring.

9.2 Security systems replacement/upgrade project reactivated. Cambrian Condo Consulting (Katharine Jones) has been retained to manage the project. Contacting potential suppliers and engineering consultants.

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

9.4 The deck remediation project will begin with work on the 277 and 506 decks where we will investigate details of the deck design concurrent with repairs to the envelope. Cambrian Condo Consulting (Katharine Jones) has been retained to manage the project.

9.5 Entuitive Engineering is proceeding with development of specifications and contractor selection for the post tension cable repairs in the parkade and 5th floor slab. We will be using Cambrian Condo Consulting to manage the project. There will be disruptions to parking while the work is in progress.

9.6 There will be a project to reduce the amount of flow in some of the heating water lines this spring.

9.7 The project to reduce and balance flow in the DHW circulation lines will begin this spring.

9.8 Project to put a pedestrian barrier on both sides of the parkade entrance in progress.

10. Other:

10.1 Melnyk lawsuit will be going to a judge to be heard on March 2, 2015. Suit appears to be the work of his insurance company. There is a similar case currently in progress in Edmonton.

10.2 Bray lawsuit has passed the statute of limitations on service however he is appealing so this will have to go before a judge. The appeal will be heard February 25.

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

10.4 Richard put together policy on in suite repairs where the damage is outside the control of the owner. Policy is that the situation is black or white. It is either the responsibility of the Owner or the Condo Association.

10.5 Bob to put together policy on reassignment of parking stalls. Policy is in progress.

10.6 Work on preparing the storage lockers for rental is in progress. Lockers need to be emptied, cleaned, and have the locks changed.

10.7 Bob implemented a pilot project to provide text notices to Owners about building issues.

10.8 Bob has added forms to the web site for updating Owner information and other purposes that can be filled in and sent directly to the responsible parties at MRA.

10.9 Unit 116 has submitted a renovation request which includes replacing the wood burning fireplace with a gas fireplace. This requires a power ventilator at the top of the flue stack. It was decided to reject this request as we do not want suite specific equipment requiring maintenance to be located on common property and particularly in a difficult to access location.

11. Adjourned:

Meeting adjourned at 7:30pm.

The next board meeting is scheduled for March 2, 2015 at 4pm.