WESTMOUNT PLACE

Condominium Corporation No. 8310969

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

Minutes of Meeting of the Board of Directors
June 8, 2015

Present: Mona Jones (chair), Bob Boyd (minutes), Richard Beale, Jason Lei, Lee Mills, Dan Beyaert, Reg Wamboldt, Patrick Payne (Abba's Maintenance - part time).
Absent: Christine Perrin (Montgomery Ross - vacation)
The meeting was held in the boardroom of suite 420

1. **Call to order:**
   Meeting called to order at 5:00pm by Mona Jones.

2. **Changes to the Agenda:**
   Add discussion on member responsibilities and commitment.
   Add JCI chiller contract

3. **Motions and decisions made by email for the minutes:**
   May 10, 2015 Motion by Mona seconded by Richard to approve the May 4, 2015 Board minutes. Motion carried.

   May 15, 2015 Decision to approve Reggin Technical Services Ltd. quote to separate the drainage between private property and common property plumbing on the third floor.

4. **Building Operator Report (Patrick Payne):**
   Patrick provided his report. Patrick meets weekly with the maintenance committee and produces an action items report for the weekly review.
   - **4.1** Abbas needs clarification on ownership of commercial area fan coil units. The commercial Owners are using Caon for maintenance.
   - **4.2** Auditing commercial electrical metering connections in progress. Integrated Electrical report forwarded to the Board. Action item with the maintenance committee.
   - **4.3** Abbas was advised to begin screen replacement and removal of the X's on some windows. Owners may remove the X's if they wish but should leave replacement of screens to Abbas. It was noted some Owners have replaced their own screens improperly and the screens have fallen out.
   - **4.4** Parkade drain cleaning has been completed. Two sumps are nearly full of solid matter and Electric Eel completed cleaning them out. Drains now working fine but may want to review in a year or so.
   - **4.5** Our sweeper is now operational and Abbas will be using it to sweep the parkade.
   - **4.6** Kydrid Door Systems Inc. provided a presentation and demonstration of their door monitoring and maintenance technology. Includes continuous monitoring and heavy duty

components. Estimated cost of new components and first year monitoring and repairs is $10k.

4.7 Motion to contract maintenance of the parkade overhead door to Kydrid by Reg seconded by Richard. Motion approved.

4.8 Abbas to get quotes on repairs needed to the cooling towers and any preventative maintenance needed. Caon coming out this week for preventative maintenance and will be providing a list of deficiencies.

4.9 Renovation of the elevator lobby on P3 after pipe break in progress. Mats replaced, floors cleaned baseboards to be replaced. There seems to be an issue with someone peeling off the baseboards after they have been repaired.

4.10 Hot hallways are due to our lack of ability to turn down the MUA heating equipment. Abbas in process of obtaining quote for automated bypass to limit hallway temperature.

4.11 It was decided to renew the JCI contract on our chiller as JCI, as the manufacturer, is the only company that can perform the maintenance.

4.12 A heating system victaulic coupling has started leaking badly. Abbas to obtain quote to repair. Issue is somewhat urgent.

4.13 It was decided not to offer a battery booster service due to potential liability issues.

5. Treasurer's Report (Jason Lei):

5.1 Motion to approve the March financials by Jason seconded by Bob. Motion approved. Jason to review the April financials and initiate an email motion if everything is OK.

5.2 MRA provides details of reserve fund expenditures. Bob Boyd has been preparing expected reserve fund cash flow reports. Investing of the reserve funds has been returned to committee.

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

Christine is on vacation and there was no MRA report available. Marsha Morrison is filling in for Christine.

6.1 Parkade elevator lobby decorative pictures in progress.

6.2 It was agreed that we would rent garbage bins for residents to use to get rid of larger items from time to time. Dates selected are May 22 and 29 weekends. First weekend the bin was about half full. Second weekend it was full. There were some complaints that the alarm sign on the loading dock door discouraged people from opening it. People need to speak to concierge if they are concerned.

6.3 MRA were requested to make arrangements for wet cleaning of the parkade as soon as possible. Date has been set for July 4. Kerby Centre not available for parking. Richard to identify stalls containing inappropriate items and MRA to send removal letter to the Owners. MRA to arrange a pickup for July 2 of all remaining items and charge cost to Owners.

6.4 MRA to arrange for scrubbing and sealing of the slate floors on the main floor.

6.5 Canada Post requires us to use secure mailboxes for commercial mail. Commercial Owners assigned large mailboxes on west wall and all mailboxes on east wall. This resulted in some residential Owners having to use the smaller boxes on the west wall. Canada Post had to

approve the mailbox layout and was very strict on the issue of keeping the boxes in sequence to avoid delivery errors.

6.6 Fishman's Drycleaning requested permission to provide service to WP. Service had been provided in the past via a cabinet in the lobby. Reg to follow up.

6.7 MRA to send out a balcony etiquette letter. Water your flowers and not everyone else's. Don't throw anything off the balcony.

6.8 Reg to help with art work including options for the art in the main lobby.

7. Bylaws

7.1 A family of geese nested on one of the balconies. The Owner was instructed to remove the birds. Alberta Wildlife came and removed the birds.

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

8.1 Cast iron drain pipe repairs on P1 completed by Reggin using XFR (fire rated plastic) pipe. New pipe is black and will not be painted. Because of the colour it looks lower than the old pipe but is actually at the same level.

8.2 Reggin is helping map out the DHW system with Abbas and Richard. This is needed to understand how the system works and fix issues with hot water distribution in the building. Richard is participating and will put together drawings.

8.3 The concrete remediation work, part of the front entrance modernization work, has been specified and bid. Our engineering firm, Building Envelope Engineers, and our project manager, Cambrian Condo Consulting, have recommended Concrete Innovations to execute the concrete work. This work needs to be performed during the summer months.

8.4 Motion by Bob seconded by Lee to authorize a budget of $92k for the concrete remediation and award the work to Concrete Innovations. Motion approved.

8.5 A real property report was obtained to verify our property lines prior to beginning the front entrance modernization work. Bob will post to the web site.

8.6 Our landscape designer submitted their final design to the Board and Landscape Committee on June 5. We will obtain quotes for the planter remediation work. It is expected the planter work will occur next year. We will obtain quotes for the fencing.

8.7 Security systems replacement/upgrade project reactivated. It will be necessary for us to put together a scope of work for the project before we can proceed. Bob to work on scope of work.

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

8.9 The post tension cable repair work was awarded to Burton with Entuitive our consulting engineers and Cambrian Condo Consulting as our project manager. The originally anticipated June 15 start date has been delayed by a month or so due to the need to perform an asbestos study and obtain a city building permit.

8.10 Deck remediation work engineering report has been received. Reg to work with Bob and our project manager to progress the project.

8.11 There will be a project to reduce the amount of flow in some of the heating water lines this spring. We will engage Cambrian Condo Consulting to manage. Bob to identify affected suites.

8.12 The project to reduce and balance flow in the DHW circulation lines will begin once the DHW system mapping by Richard, Abbas and Reggin is completed.

8.13 We were contacted by Enerpro with a proposal to reduce our building energy costs. A date of June 19 has been set for them to do a walk through of the building and collect the necessary information. Bob and Richard to participate.

8.14 Enmax contacted regarding metering of commercial suites and building common areas.

8.15 One Owner has a heating valve controlled by a thermostat in another suite. This is considered an Owner to Owner issue and the Owner was advised of his options.

9. Other:

9.1 Our lawyer has been instructed to begin collections from Melnyk. We understand there may be an appeal however that hasn't been filed as yet. Unit 105 has been sold. We received a request to remove the caveat which has been accepted after their insurance company guaranteed the deductible, costs and interest.

9.2 Due to a potential conflict of interest situation we have shifted the Bray case to a different law firm. Our new lawyer has been instructed to continue with collections from Bray for the court costs.

9.3 The pool issue has been referred to a new committee created to address the future of the pool area. UV light bulbs may be helpful in reducing chlorine use however Alberta requires all pools to use chlorine. Need to look at a more energy efficient approach to humidity control.

9.4 Reg has been looking into relocating and updating the gym. As with the pool it is something the Owners should have a say in. Bob to provide checklist of items to address.

9.5 Three storage lockers have been re-keyed for renting. One will be used by the post tension cable project. The small locker, L8, has been taken over by Abbas to store the sweeper. Lee and Reg to take on utilization of storage lockers.

9.6 Three motorcycle parking stalls have been marked. Lee and Reg to take on utilization.

9.7 The cycle lanes have significantly reduced the parking available to WP visitors. This is a trial and we can provide feedback to the city although they may not be very receptive. We will post information on how to provide feedback to the city and Dan will put together a petition.

9.8 The Stampede Breakfast has been cancelled for this year as the concrete work will make it impossible.

9.9 New chairs were ordered for the boardroom by Lee. They are expected within three weeks.

10. Adjourned:

Meeting adjourned at 8:03pm.

The next meeting is scheduled for July 20, 2015 at 5pm.