WESTMOUNT PLACE

Condominium Corporation No. 8310969

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

Minutes of Meeting of the Board of Directors
January 04, 2016

Present: Mona Jones (chair), Bob Boyd (minutes), Jason Lei, Reg Wamboldt, Dan Beyaert, Richard Beale, Sandra Williams (Montgomery Ross), Patrick Payne (Abba's Maintenance – part time).
Absent: Lee Mills (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 regarding unit 49 bylaw infractions.
   Add discussion on Garda.
   Add project status update for PT cables, parkade traffic deck coating, decks.

3. **Motions and decisions made by email for the minutes:**

   Nov. 23, 2015 Motion by Jason Lei seconded by Richard Beale to approve the minutes of the Nov. 9, 2015 board meeting and to post them to the web site Motion Approved

   Nov. 24, 2015 Decision to approve the Entuitive Engineering quote for the 2016 post-tension system update testing

   Nov. 25, 2015 Motion by Jason Lei and seconded by Dan Beyaert to approve the October 2015 financial report and to post it to the web site Motion Approved

   Nov. 27, 2015 Decision to accept the TS Water Systems quote to replace a damaged tank on the water softening system.

   Dec.4, 2015 Decision to renew the Garda Standard Service Agreement for a period of one (1) year. Contract held at MRA

   Dec. 6, 2015 Motion by Mona Jones seconded by Reg Wamboldt to approve the minutes of the Nov. 30, 2015 Ad Hoc Meeting (pool specific) and to post them to the website. Motion Approved

   Dec. 21, 2015 Decision to accept the Entuitive Engineering quote for the 2016 Parkade Maintenance Program

4. Building Operator Report (Patrick Payne):

Patrick provided his report. Abbas meets weekly with the maintenance committee Friday afternoons and produces an action items report for the weekly review. The most recent report is provided to all board members before regular board meetings.

4.1 Kydrid Door Systems Inc. Is working on upgrading our parkade door. Still waiting on installation of camera equipment and backup spring. Electronic reporting of door hits in excessive quantities going to Abbas but not to security desk. Maintenance agreement period not to begin before all equipment is installed.

4.2 Hot hallways are due to our lack of ability to turn down the MUA heating equipment. We have now installed equipment to limit the MUA temperature. The equipment was relocated to be accessible. The installation is not acceptable from a functional viewpoint and will be modified by the installer.

4.3 A leak was found on top of one of the water softener units. We are waiting for installation of a new container.

4.4 Abbas will not be handling monthly fire pump inspections. MRA to obtain alternate quotes.

4.5 Abbas is getting the water piping and timers for the planters in operation prior to the planter work in the spring.

4.6 Snow blower has broken down. Abbas to determine if it can be repaired. Meanwhile Abbas will remove snow by hand. We will also restart parkade sweeping.

4.7 Repairs to the Laars boilers continuing. Laars 5 not operational. Being worked on by Reggin. Concerns over the level of documentation Reggin is providing for their boiler work.

4.8 Abbas is arranging for a city inspector to review our dryer stack design and comment on its suitability for use with modern cloths dryers.

4.9 We have received a quote from Modern Purair to clean the dryer vent stacks. It is not known when they were last cleaned. Abbas were advised to go ahead and get revised quote.

4.10 EF1 tested and works. Not sure whether controls don't work or are missing.

5. Treasurer's Report (Jason Lei):

5.1 No activity.

6. Montgomery Ross & Associates Report (Sandra Williams):

Sandra provides a report before each meeting.

6.1 GST is current.

6.2 Arrears stand at about $67k. Of that about $52k is for unit 105 which is the subject of a law suit that has ended and for which we expect payment this week. Actual arrears are about $15k not including credit balances and amounts less than $1k.

6.3 Unit 83 has been served with a demand letter. A partial payment has been received and we are expecting a cheque for the remainder.

6.4 Collection of all arrears for unit 36 is complete.

6.5 Parkade elevator lobby decorative pictures and cart protection was completed but the P3 picture was damaged on installation. Payment to be withheld until corrected.

6.6 Charge back to unit 138 for damages to common property due to sewer backup in progress. We still need to complete carpet repair to have all the costs and invoices. Sandra to find plain charcoal samples as the previously selected carpet wasn't suitable.

6.7 If we buy our own mats and get the Clean Team to clean them it should be much cheaper than the existing mat rentals. We need to wait for our current contract with Executive Mats to expire before proceeding.

6.8 Sandra to look into having Chubb perform the monthly fire pump inspections as these are not something Abbas can handle.

6.9 Unit 107 are parking their motorcycle in a common property stall for which the board has decided to collect rent of $120/month. Sandra to advise owner that he will have to pay rent or move his motorcycle.

6.10 Waste Management performance has been poor of late. Bob started to record pickup information starting mid-December. Pickups for garbage and for recycle are supposed to happen MWF before 9am. Over Christmas WM missed the Wednesday and Friday pickup of garbage causing our garbage chute to fill to the fourth floor and us to ask residents to stop using the garbage chutes. WM has been removed from PAP status and each invoice will be reviewed to see that we are only paying for actual pickups. We will be bringing their poor performance to their attention.

6.11 It has been observed that Garda are training their own staff on our building. Sandra to discuss with Garda that their staff need to be trained by our staff.

6.12 Unit 44 damaged our parkade door in August. They have been provided with security footage and a detailed description of the event. Sandra to continue to pursue collection.

6.13 Unit 128B arranged to have a fibre optic link installed across common property without an approved renovation request. Telus installed equipment in our communications room. This is not acceptable and needs to be relocated. Sandra to pursue with owner and Telus.

6.14 Sandra to pursue communicating with owners whose parking stalls are not properly identified. Bob to provide list that was prepared by Magdi.

7. Bylaws

7.1 Unit 49 tenants had been accused numerous times of excessive noise and unauthorized use of the loading dock door. We requested they sign the Renter Bylaw Acknowledgement Form. We have received the signed form.

7.2 Unit 45 tenants have been accused numerous times of excessive noise. We have been advised they are leaving by the end of February.

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

8.1 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.

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

8.3 Additional post tension test ports will be installed this winter as a new project coincident with the post tension cable review.

8.4 Entuitive will be preparing a scope of work and bidding repairs to the traffic deck coating and concrete in the parkade.

8.5 We have requested Building Envelope Engineers produce a specification for deck remediation this winter and we will bid the first trial deck project.

8.6 There will be a project to reduce the amount of flow in some of the heating water lines. We have engaged Cambrian Condo Consulting to manage. Bob to identify affected suites.

8.7 We were contacted by Enerpro with a proposal to reduce our building energy costs. Their proposal included funding of the engineering and required modifications. Unfortunately their financial backer has stopped providing funding. We will need to review whether and how we proceed as we had not included this in our budgeting.

8.8 We are looking into options to repair the damaged concrete steps.

8.9 The work on building protection being done by Friendly Earth was affected by incorrect instructions from persons claiming to represent the building. Friendly Earth was told they would have to correct their work to match the contract before they would be paid.

9. Insurance

9.1 We have not received a Red Dot report since Dec. 10. They are not providing the required two estimates for suites that have issues beyond our basic insurance.

9.2 There are still 4 suites with issues. Sandra to call unit 13. Richard to view unit 83.

9.3 The board will be looking for alternative suppliers for remediation and rebuild services.

10. Other:

10.1 As reported at the budget town hall we will be engaging an engineering company to help establish the design and costs to re-open the pool. Once these are established the owners will be given an opportunity to vote on whether to proceed. Bob provided a scope of work for the review. It was agreed to hire Cambrian Condo Consulting as project manager.

11. Adjourned:

Meeting adjourned at 7:15pm.

The next Board meeting is scheduled for February 01, 2016 at 5pm.