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
February 8th, 2010

I. Call to order

Chair LJ called to order the regular meeting of the Westmount Place Condominium Corporation No. 831 0969 at _6:03_PM on February 8th, 2010 in the Westmount Place Board Room.

II. Roll call

Bryan Ellert – BE Present
Lilian Jardine – LJ Present
Paul Jones – PJ Present
Jason Bray - JB Present
Manu Chugh – MC Present

Alan Taylor – AT Absent
Frank Schloeder – FS Absent

III. Approval of Agenda and Minutes from Last Meeting

Motion was forwarded by BE to approve the Agenda for this meeting and Seconded by JB.
Motion was forwarded by BE to approve the Minutes of the meeting of the Board of Directors of January 11th, 2010 and Seconded by LJ and passed unanimously.

IV. Open issues

Maintenance Report

Parkade - cleaning and or flood testing cannot proceed until the drainage pipes are fully inspected and repaired/replaced. Between 20 – 30 feet of piping is in very poor condition and may not withstand the pressure wash /auguring required to do the parkade cleaning thoroughly. BM and SBO are currently getting two quotations for the repair/replacement.

PJ asked that we get more quotes (2) and to send him pictures and spec's for work with the locations of the troubled areas. BM agreed and will do as soon as possible.
Parkade Cleaning Machine quote still waiting,. We have been offered a used one.

Board agreed that we should go with a new machine and have requested three quotes, making sure that the same type of unit would be quoted.

Pool – Several quotations have been received, however they are not all for the same type of work.
After a lot of consideration it was agreed that if we are going to spend the amount we are for just the bottom of the pool, it would make more sense to go ahead to get further quotations on the entire pool. Hence, BM will be getting (2) more membrane quotations without tile – whole pool quotes as well as (2) more membrane with tile – whole pool. Also keeping in mind the warranties being offered on the two different solutions. Will try to expedite the process in order to get approval and schedule as soon as possible.

Carpet Extractor – Complete with 15' hide a hose and single jet

Board has asked BM to get two more quotations for the same model.

Air Make Up System – The engineers report has not been submitted as of yet. BP spoke to them on Friday. Need to determine if any other work will be included in the design and replacement of the system.

BP has been in contact with Hemisphere and we hope to see a finished report shortly.

Inside Front Door and Lobby / Elevator Lobby flooring – Power scrub/tight grip (safety coating and re-sealing stone work.

See item below.

Commercial Lobby Area to the mailbox area –
Board has asked for (2) more quotations. The second and third quotations will not include the safety grip coating that the original does as the first contractor is the sole distributor and provider in Canada. The second and third quotations will just be for cleaning and regular sealing. JB to provide a contact and BM will find a third.

Reno of Unit 503 – Paint the entire suite, paint the trim and all doors, remove existing carpet, replace underlay (7LB) and replace existing carpet with durable nylon neutral colour carpet. Replace the broken window coverings.

Board passed a motion made by LJ and seconded by JB to do the carpet and painting renovation in the corporate suite right away and to wait until we have an interested party to extend the renovation, which would include furnishing the unit. BM will advertise in free publications and on line to try and lease the suite at the highest possible rental rates as soon as the carpet and paint are completed.

Elevator lobby carpet and lighting – Install within the next 3 weeks.
Maintenance staff to add material to shopping carts this week to avoid damaging the walls.

Maintenance staff has determined that the cold air shaft that empties into the parkade (directly next to sum pump) has wide open louvers that also need cleaning. The maintenance staff are scheduling this job.

Maintenance staff are also requesting quotations to have access doors added to the air make up units in parkade to determine if cleaning the fans will improve the air pressure situation, thus eliminating the uneven pressure resulting in doors not closing.

Secondary quotations for elevator systems still an action item.

CoGen Report –
A draft of the viability report has been submitted by BP and is now in final stages of completion. See Brian's first draft.
Lockers in Parkade –

BM to post information notice up for owners.

In Suite Inspection - Spreadsheet outlining all the items to be inspected is complete as is the betterments and Improvement spreadsheet. The logistics of how many suites to do per week and gaining access on the agreed time schedule is now being considered.

Finance – Arrears are very limited. The majority still being the foreclosures. Invoicing for the storage locker moving now delivered.

Accounting procedures: Some accounting procedures not being followed.
BM also requests that she be advised ahead of time if CPA is going to be required and why.

LJ and BM to meet with BK to further discuss the procedures.

Reno Approvals:

A submission for renovations was submitted to the Board for a countertop replacement.
Suggest that posting be put up in elevator outlining our reno policy and why it's so important.

All agreed that the ownership should be reminded about some of the more important By-Laws and a motion for the renovation submission be approved. Motion forward by JB and was seconded by BE and passed with the allowance that a water shut off valve be installed in the kitchen if there is not one already. The BM has also approved the renovation and will inspect the unit when completed.

Security / Parking:

JB to discuss new policy with security supervisor relating to how our security staff should respond to a commercial office alarm.
JB asked about the new camera system and when it was suppose to be ordered. The BM will investigate.
BE and LJ asked JB to find the documentation he has received from his legal council, which would then provide two identical legal opinions outlining the illegality of the current parking leases.

President's Desk:

a) Owner request re internet business

LJ brought a possible purchaser's request to run a business out of a residential unit. It was agreed that even though there may not be any real foot traffic or delivery issues, if the purchaser was not planning on living in the unit, it was contrary to the Condominium Act of Alberta and would set a president. This request was unanimously denied.

b) Other:

FS has missed 3 consecutive board meetings. He has not attended in person or conference call and it was agreed that LJ would write him a letter asking if he was still committed to fulfilling his duties as a Board member, if not the Board will ask for his resignation.

New Business:

1. Insurance renewal.

Motion to approve the quotation received from AON by JB and seconded by BE. It was also noted that due to the number of water claims Westmount has incurred over the past three years the deductible has increased considerably and therefore all owners should be sure that they have adequate insurance coverage should they be responsible for a water leak in the future. Our carriers are Aviva and Commonwealth. We should be receiving the certificates shortly.

2. When and how do we deal with the consultation staff currently in place?

It was decided that the CPA, KP and BP, our on call consulting staff be each given a letter outlining our position and asking for their continued support in being available should we need them, however we would request that they no longer come in on a regular bases but at our request only. The BM also requested that the CPA would only be requested upon her approval. LJ will discuss the further hourly requirements of BP relating to the special projects he is currently working on. Motion to approve the termination of CPA, KP and BP's regular hours was made by PJ and seconded by JB and passed unanimously.

Motion to end meeting by BE and seconded by JB.

Meeting adjourned at 8:45 PM

Next meeting on March 8th, 2010

Lilian Jardine
President of Board

Mar 8/2010
Date: