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

March 8th, 2010

I. **Call to order**

Chair Lilian Jardine called to order the regular meeting of the Westmount Place Condominium Corporation No. 831 0969 at 6:18PM PM on March the 8th, 2010 in the Detechtion Boardroom on the 2nd floor of Westmount Place.

II. **Roll call**

Bryan Ellert – Present	Alan Taylor - Present
Lilian Jardine – Present	Paul Jones and Frank Schloeder-present via conference call
Manu Chugh- Present	Jason Bray- Present

III. **Approval of Agenda and Minutes from Last Meeting**

Motion by Bryan Ellert to approve the Agenda for this meeting. Seconded by Manu Chugh. Motion by Manu Chugh to approve the Minutes of the meeting of the Board of Directors of February 8th, 2010. Seconded by Alan Taylor and passed unanimously.

IV. Maintenance Report

Parkade - Drains and perimeter drainage still require work. The building manager has contacted the company with the lowest bid and is currently working out the scheduling for the parkade cleaning. Decision has been made to wait for Paul Jones to return to Calgary to assess the amount of work required on the drainage system.

Parkade Cleaning Machine:
The building manager recommends the Tennant 3640 at a cost of $8,990.32 + GST. The Board has asked that the supplier provide a demonstration. The building manager will schedule as soon as possible.

Pool – We have three quotations for the removal of existing tiles and application of a permanent membrane instead of tiles. The building manager has three independent quotations... It was also noted that the Spa is in need of repair as well. Manu Chugh asked that the building manager forward the information to him. He will investigate further. The board wishes that supplier references be necessary prior to a contract being signed. A motion to go ahead and do the pool (once the due diligence has been completed) and spa not exceeding the $20,000 cost was made by Manu Chugh and seconded by Alan Taylor. Passed unanimously.

Carpet Extractor –
The Senior Building Operator has recommended the TP 18SX from WestClean at a cost of $ 2,467.46. The Board approved the purchase unanimously.

Air Make Up System –
Information from Hemisphere Engineering is not available. The Board recommends that Hemisphere work with a contractor specializing in condensing boiler systems enabling them to determine if our domestic hot water boiler system could and should use a condensing system, in order to attain higher efficiency and therefore energy savings. Manu Chugh volunteered to deal directly with Hemisphere on these issues. The building manager will get Bob Greenwoods' contact information to Manu Chugh.

Inside Front Door and Lobby / Elevator Lobby Flooring – The Board was not convinced this work is required. Several members were of the opinion that sealing stone work would not offer any protection or value to the building. The Board has decided to contact buildings that have used this system and speak with experts in slate sealing is required before a decision can be made. Manu Chugh volunteered to find experts for the building manager to discuss this with.

Reno of Unit 503 – The paint and carpeting have been completed. The light fixtures, bathroom shower and faucets, receptacles light switch plates and window coverings are still pending. These will all be purchased and installed as soon as possible.

Elevator lobby carpet and lighting – Elevator lobbies are now completed.

Staff:
Several of our security staff are coming up for review in the next few weeks. The building manager will provide the security supervisor with review documentation and ask him for his input.

Maintenance staff –
The junior building operator has chosen to leave our employ. He did not want to work the on-call hours required. We are actively looking for his replacement.

CoGen Report – Brian Pratt has submitted a report that the Board is currently considering. This feasibility study indicates that Westmount Place would have to become the sole property power distributor in order to realize any gains.

Lockers in Parkade – Owners have been advised of the situation and are proceeding at their own discretion.

In Suite Inspection – Without a second maintenance person this initiative has been delayed until a new junior building operator has been hired.

Finance –
TD Investment - .75% interest on reserve fund commercial savings account.
William and Rhind –This Company specializes in reserve fund investment. The Board Treasurer Alan Taylor and the building manager will meet with William Rhind to discuss a safe secure investment process that will take advantage of making a higher interest profit for the corporation.

Arrears are still very limited. The majority being foreclosures and the banks involved are now paying fees. Of the few owners that are still outstanding, most have made arrangements to pay or have paid.
Corporate Credit Card –Deferred.
A new bookkeeper has been hired and is working to get our QuickBooks in order. Some of the data is corrupted and needs to be done again. The building manager has the IT people looking into this.

Reno Approvals: Security has been instructed not to give access to anyone who has not been approved by being on a list submitted to them. The owners' contractors will also require a letter of approval from the Building Manager.

Security / Parking: Information unavailable.

President's Desk:
Manual Up Date: Deferred.

a. Owner Feedback: An owner recently commented that condominium fees were not the deciding factor in whether or not to buy here at Westmount Place, the condition of the common areas was. The building manager has also heard the same comments from several Realtors.

Letter to City: The Board has asked Lilian Jardine to write a letter to the City demanding two separate items:

1. Asking for an apology for not informing the owners and residents that they may experience water shut off, as well as the unprofessional way in which 311 handled our resident's inquiries. The City denied that they were at fault, clearly the wrong information.

2. To invoice for the costs associated with having our new senior building operator come in on off hours, the plumber's cost (called after our senior building operator was told by the city that they were not responsible for the water shut down) and the cost of asking our previous maintenance person come in to locate the problem.

The Board unanimous agreed that Lilian should proceed with a letter at her earliest opportunity once all the costs have been assessed.

d) Letter to contactor re: working in suites

It was determined that all contractors working in the building be required to have a letter of authorization prior to work commencing on any unit and that all contractors must have two million in liability insurance, WCB coverage, up to date licensing and be responsible for all of their sub-trades.

New Business:

By-Law Revisions:
Bryan Ellert has worked very hard to put the By-Law revisions in a readable understandable format for all to work with. These revisions were discussed and some changes made. He and Lilian will meet with our lawyer this week to write the final draft.

Minutes: The Board has decided to only use director's names and full job titles in all future minutes.

DVD in Exercise Room: Alan Taylor has asked the Board to revisit this question and after satisfying all concerns regarding this issue, the Board agreed to have Detection donate and install a DVD player in the exercise room, which will become Westmount Place property once installed. 5 in favour, 1 against and 1 abstained-passed.

Building Manager – It was unanimously passed that the building manager successfully completed her probationary tenor and will continue on as our building manager.

Motion to end meeting by Manu Chugh and seconded by Alan Taylor.
Meeting adjourned at 9:20 PM
Next meeting on April 12th, 2010

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President of Board **Date:**
Lilian Jardine

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Secretary of the Board
Bryan Ellert