WESTMOUNT PLACE

Condominium Corporation No. 8310969

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

MINUTES OF BOARD MEETING

April 12, 2010

The meeting Chair, Lilian Jardine called the meeting to order at 6:00 p.m.

Board attendance

- √ Lilian Jardine, President
- √ Alan Taylor, Vice President / Treasurer
- √ Bryan Ellert, Secretary
- √ Manu Chugh
- √ Jason Bray
- √ Paul Jones (teleconference, part time)
- A Frank Schloeder, (absent)

Other attendance

- √ Brian Pratt, part time
- A Twylla Walker Building Manager (Absent)

1. Standing Items:
   - 1.1 Motion to approve the meeting agenda by Alan Taylor, seconded by Manu Chugh. Carried.
   - 1.2 Motion to approve the minutes of the March 08, 2010 meeting by Manu Chugh, seconded by Lilian Jardine. Carried.

2. Building Manager is to report first during each committee report.

3. Maintenance Report
   - 3.1 Master Plan review by Brian Pratt:

Boiler / Chiller Replacement.

Motion by Alan Taylor to authorize the spending of up to $13,000 from the Reserve Fund to complete the detailed design to replace boilers and chillers and water storage tanks. This work shall include;

- Compilation of tender documents
- Tendering
- Review of tenders and recommendation to award contract.

Seconded by Manu Chugh. Carried.

Combined Heating and Power (CHP) Generating Plant

Motion by Alan Taylor to authorize the spending of up to $7,000 from the Reserve Fund for the design work to detail the electrical and mechanical interface of a CHP unit with the existing building systems as well as determine physical room layouts for the CHP unit. This will allow a detailed capital estimate of the work to facilitate a decision on proceeding.
Seconded by Manu Chugh. Carried.

3.2 Estimates for projects/decisions to be made
The Building Managers written report was presented and accepted.

3.3 Suite inspections
Staff time was not available to start the suite inspections.

3.4 Other.
Building Lighting. Brian Pratt presented information indicating that the ability to replace the T12 fluorescent bulbs in the parkade was increasing. Costs are now twice as much as last year because they are being phased out of the common market place.
Motion by Alan Taylor that authorization be approved to spend up to $65,000 to implement lighting

and electrical upgrades to the building as follows:

- replacement of parkade lighting (estimate $50,000)
- replacement of fluorescent light fixtures in common areas including:
  - Front Vestibule
  - Loading Dock
  - Exercise and Billiard Rooms
  - Change Rooms
  - Washrooms on floors 1 and 2
  - Common Lobbies and Hallways
- Installation of miscellaneous timers and occupancy sensors as are feasible.
- Installation of High limit sensor in men's steam room
- Other necessary electrical upgrades.

Seconded by Manu Chugh. Carried.
Second **Motion** by Manu Chugh to investigate financing the $65,000 because it is not a line item in the Reserve Account. Seconded by Jason Bray. Carried.

4. Finance Report

4.1 Profit Loss Statement and financial/bookkeeping update

Alan Taylor reported that there are 5 units in foreclosure, owing about $38,000.
The books for 2009 are expected to be ready about mid April, 2010.
The GST issue for 2008 and 2009 as been cleared up.

4.2 Insurance Claims update

A leak to a unit from a Westmount Place boiler is the source for many issues regarding damage and responsibility. Lilian Jardine will be working with the insurance company to gather information and to help decide on an appropriate response.

4.3 Audit

The audit will proceed once the 2009 records are completed.

5. Communication Committee

5.1 Procedure for voting on updated By-Laws

The procedure is believed to be: choose a date when the bylaws are deemed effective, retrieve the names of all unit owners from land titles as of that date, and then get signatures from each owner until the approval by unit totals at least 75% of all units and the unit factors total at least 75%.

5.2 Updating manual

Updating the Westmount Place Reference Manual is the responsibility of the building manager.

5.3 Website volunteer

Alan Taylor will ask the information technology support person to prepare a site for the Westmount Place website. The board also asked for a volunteer to maintain the site.

6. Security/Parking

6.1 Report re parking

6.2 Maintenance of Parkade

The overhead parkade door needs work and the cleaning that was done the week-end of April 10 is to be reviewed.

6.3 Security Response to alarms

The response of the Front Desk to Security alarms, both Commercial and Residential was discussed. A solution is to be researched and defined.

The "black box" Omega residential alarm system was reviewed and it was determined that this system is obsolete and cannot be repaired.

Motion by Alan Taylor to dismantle and remove the Omega system from the front security desk. Seconded by Manu Chugh. Carried.

7. President's Desk

7.1 Concierge Plus update

The software supplier will be taking the Westmount Place information sheets and updating the system. The system is expected to be operational in the near future.

7.2 Report re owner refusal to follow by-laws.

The board reviewed the situation and agreed that two members of the board will meet with the owner to resolve the issue.

7.3 Other

One unit owner is conducting a business from his unit. This is against the bylaws. Lilian Jardine will contact the Westmount Place lawyer and arrange for an appropriate letter to be written.

7.4 Discussion took place on the December 07, 2009 motion granting a commercial company in the building permission to add its security access system into the base building access system. The commercial access system was never added to the Westmount Place access system.

Motion by Bryan Ellert for the board to retract the December 07, 2009 motion allowing the commercial system to be added to the Westmount Place system.
Seconded by Jason Bray. Carried.

8. 9. Next Meeting- May 10, 2010 6 p.m.

Lilian Jardine

President, Lilian Jardine

May 10/10

Secretary, Bryan Ellert

This is not a draft.