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
January 16, 2012

Present: Roger Lamy, Bryan Ellert, Mona Jones, Gerry McAllister, Rick Goebel, Cheryl Scott, Richard Beale. Manu Chugh.

Due to lack of quorum, there was no meeting in December.

1. **Agenda approved –** Suggested by Rick that we move item 10 to be included with item 5 as they are closely related - approved**.**

2. **Meeting minutes:**
   It was moved by Rick and seconded by Richard to accept the meeting minutes of November 21st, 2011. All in favor, motion carried. Original copies of the minutes will be signed and stored in the Westmount Place office.

3. **Motions to approve decisions made via email:**
   January 4, 2012, motion to approve adjusting the accounts of Suites 0504 and 0506 to remove unsustainable charges for condominium fees from 2009, unsustainable foreclosure legal charges applied and all related finance charges. Additionally, remove the inappropriately applied caveats on the suites at Land Titles. Estimated cost is about $3,000.00 has now been approved by all board members, except Manu who was away.

4. **Building Manager Report:**
   Roger reported he is complying with the fire code, tests and recording for sprinklers. Bryan stated that the fire code is very strict and there are things which need to be checked daily, weekly, monthly and yearly to comply. Roger stated next summer they will need to test the whole system and he will start the weekly testing this week. Manu suggested that a sprinkler company be brought in to assess. It was suggested that some of the process we can do ourselves and when the sprinklers need testing and signed off on, perhaps we could hire a company for that portion. Roger requested funding for the sprinkler repair per the quote received. It was moved by Rick and seconded by Gerry to authorize payment to Constant Fire Protection in the amount of $3,200.00 for system repairs. All in favor, motion carried.
   Financial statements are up to date.
   Roger reported on the vandalism to one of the commercial owners. We will be replacing the window in this unit and the owner was informed that the condominium board is not responsible for the sign which was outside the building. Roger will discuss with the Security and Parking

committee the possibility of new security cameras, positioning of such cameras etc. and report back.

Staffs are working out well. Roger stated he may be looking for another operations and maintenance individual and Richard reminded him that we had confirmed that going forward we were going to be looking for a maintenance company with a maintenance contract and we should be getting that finalized before any new hires are contemplated.

It was stated that we were looking at having someone in to look at balancing the air and water systems. We need to solve the pressure within the building as well. It was stated that meetings with all the companies involved in this project have been going well and Hemisphere has been reengaged to manage the completion of the project. Anything that happens in the building going forward is to be reported to all parties involved, so everyone is abreast as to what is happening.

Balancing is to commence tomorrow if the makeup air units are functioning properly. There was a previous request for funding to complete the balancing, however, it was decided that after certain deficiencies were taken care of, then we will move forward with a full recommendation for funding.

It was moved by Gerry and seconded by Richard to approve $870.00 expenditure to fix the window which was vandalized. All in favor, motion carried. It was also noted that a letter would be sent to the owner stating that advertising is not permitted on condominium property and thus there is to be no advertisements placed on the windows.

Owners from 2202 have requested changes to a gas fireplace. Richard will check into this.

The renovations for suite 0606 were approved and Manu will send a note to advise them.

Roger will follow up with Swan roofing to see when they plan to go ahead with the roof inspections which were approved some time ago.

Roger will take all the suite surveys which are in the office and leave them at the front desk for Richard.

Roger left the meeting.

5. **Finance Report:**

Rick stated that we are where he thought we would be and have a positive net worth. We are substantially better then when we took over. It was moved by Rick to authorize Bryan and Mona to accept the payment from the insurance company for approximately $45,000.00 minus the deductible. It was seconded by Gerry, all in favor, motion carried. A decision will be made at a later date as to whether we should pursue a claim with South Hampton-Traine.

On the December 31, 2011 Balance Sheet, there is a line showing petty cash of $50.00 which we do not have and so this will be removed.

The profit and loss statement shows in line 6007 pool and spa maintenance, $15,495.65 and the budget shows $3,500.00. Rick stated these amounts were basically there when we came on board. The same is true for Line 6009, alarm monitoring, showing $19,906.35 while the budget shows $1,500.00. We were operating in the negative by $150,000.00 when this board was elected and we have managed to reduce this to $62,000.00 in a 6 month time period.

Line 6406 shows the amount we received from insurance, similar to a bad debt recovery.

Line 6700 unordinary expenses of $20,825.63 are expense for write offs, etc. Rick will clarify for the next meeting.
Rick left the meeting while the board discussed adjustments for condo 1506.
It was moved by Manu that expenses on suite 1506 from approximately April 2009 of $582.23 and all related financial charges be adjusted to a zero balance as this is not supported by any records; seconded by Cheryl. All in favor, motion carried. Rick returned to the meeting.
Cheques will be sent to cover about $2,500.00 unpaid invoices from 2010.

6. **Maintenance and Operations:**
Richard stated that Hemisphere was the designers for the boiler and chiller project and they will commence as the source managers for completion of the project. They have set a proposal of $18,500.00 which Richard supports; he will assess the contract going forward. With Hemisphere on the organizational side working with the other contractors and engaging them as required we will move closer to bringing this project to completion. Richard has received approximately 30 survey regarding building repairs forms back and he will collect the ones returned to the office. At the end of the month he will go through them, compile the information and see if there is any commonalities with some of the areas where there are window issues/water troubles etc. to determine consistencies and compile that for a strategy moving forward. Paul Jones will create operations and maintenance diagrams for water shut off valves. Manu and Richard will get someone to assist with the drawings. Richard will update the action list. Suite 1106 has not had the couplings completed as yet and they are working on a plan moving forward. Richard is keeping the owner informed of the progress.

7. **Part time employee benefits:**
It was decided to table this item for future meetings.

8. **Suite Inspection reports:**
Cheryl stated she will check the reports for suites with leaky toilets and inform the owner of such and then she will pass the reports on to Richard for assessing with his surveys.

9. **Suite size measurements:**
We are waiting for responses.

10. **Included with item 5.**

11. **Decorating committee:**
There has been no commitment for decorating changes, financing etc. and thus no need for a committee at this time. Cheryl stated that she wanted to have a meeting for those interested in a gardening committee probably sometime in February.

12. **Date for next Town Hall Meeting:**

Our next Town Hall Meeting will be held April 3rd, 2012 at the Kerby Centre. We will have the auditor's report at that time.

13. **Other:**

Mona reported Kathy is checking to see if any accounts were paid from an insurance claim pertaining to units 505 and 506.

It was moved by Mona to remove an unjustifiable amount on account #506. Seconded by Manu, all in favor, motion carried.

14. It was moved by Cheryl and seconded by Rick that our meeting is adjourned. All in favor, motion carried.

Our next meeting will be Monday, February 13th at 6:00 pm. Suite 401 – 1040 7th Avenue SW, 4th Floor.

President – Bryan Ellert

Vice President – Mona Jones