

Minutes of Board Meeting
Westmount Place Condominium Corporation No. 8310969
April 08, 2009

The meeting was called to order by Lilian Jardine at 8:00 p.m.

Board attendance

- √ Lilian Jardine, President
- √ Christine Selbstaedt, Vice President (part time)
- √ Ron Baines, Treasurer
- √ Bryan Ellert, Secretary
- √ Manu Chugh (part time)
- √ Jason Bray (part time)
- √ Paul Jones

Other attendance

- √ Joe Penney, Building Manager

1. Attendance: Quorum 4 met	
2. Owners / Visitors: No Meeting visitors	
3. Standing Items: 3.1. Approval of this agenda – This meeting is a continuation of board meeting of April 01, 2009. 3.2. Approval of previous meeting Minutes: **Motion** by Christine Selbstaedt to approve the board minutes of April 01, 2009. Seconded by Lilian Jardine. Carried.	
4. Finance Report –no specific Finance items were covered at this meeting.	
5. Maintenance Report 5.1. Transition Plan (in progress) 5.2. Staff update (previously handled) 5.3. Renovation Protocol The Renovation Protocol, "Letter to Residential Owner's Regarding Renovations in Westmount Place" was reviewed. The provision for owners to notify neighbors of expected loud noises and timing of those noises was discussed. **Motion** by Ron Baines to approve the protocol as outlined above. Seconded by Paul Jones. Carried.	Joe
5.4. Roof Anchors update (deferred) 5.5. Hemisphere: report (deferred) 5.6. Suite 503 Suite has been rented. (previously handled) 5.7. Elevator and lobby carpets The contract for the carpets in the elevators has been canceled. The parkade elevator lobby carpets on levels P1 through P4 are to be removed and replacement will be dealt with in the future.	Joe
5.8. Elevator safety edges The installation of elevator safety edges will start after the management move from Condominium First is complete.	Joe

5.9. Fourth floor lobby feedback There has been no chance yet to talk with the fourth floor owners about renovations to the fourth floor lobby area.	Joe
5.10. Hydraulic elevator status: Christine Selbstaedt is to arrange a meeting with commercial owners to discuss the options and costs for continued use of the hydraulic elevator (P1 to 3rd floor)	Christine
5.11. Priorities of repair/maintenance (deferred) 5.12. Reserve Fund Report (deferred) 5.13. Other	
5.13.1. Men's and Ladies Locker Rooms: A quote to replace the carpet in the ladies ($2,560.00) and men's ($1,832.00) change rooms was received from COI. A quote for $11,500.00 was received to remove the ceiling and replace it with ceiling tile and grid in the men's and ladies washrooms on the 2nd and 3rd floors. The ceiling is in poor condition. Replacing the ceiling with T-bar it will give free access to the mechanical and shut offs in the ceiling. If we proceed with this, we would like to install new 2x4 fluorescent T8 fixtures (which give much better light), new mirror, sprinkler heads (some are useless because of the paint), new door for the ladies washroom locker room and paint, where necessary. This work will cost an additional $2,800.00 and will improve the overall appearance of the change room and washrooms. **Motion** by Christine Selbstaedt to approve the repairs and renovations as outlined above. Seconded by Paul Jones. Carried.	Joe
5.13.2. Common master key for all mechanical rooms. **Motion** by Ron Baines to approve approximately $800.00 to have all the mechanical rooms on a common key. Seconded by Christine Selbstaedt. Carried.	Joe
5.13.3. Boiler Maintenance: A quote was received to strip down and clean all of the boilers including the domestic hot water boiler. This will ensure that the boilers will operate more efficiently and will prolong their life. Once they are all cleaned up, the maintenance staff as part of our new preventive maintenance program, will strip and clean two boilers every summer. The cost to have the service done now will be $5,186.00. Note, any replacement parts will be extra. **Motion** by Ron Baines to approve the $5186.00 plus replacement parts for boiler maintenance. Seconded by Christine Selbstaedt. Carried.	Joe
5.13.4. Outside dampers that caused the freeze ups on the 2nd and 3rd floor.	Joe

Motion by Christine Selbstaedt to approve the estimated $4562.00 needed to replace the outside dampers. Seconded by Jason Bray. Carried.	
5.13.5. "Mike" cell phones. Use of Mike cell phones that can be used both as "walkie-talkie" phones and cell phones was discussed. **Motion** by Jason Bray to approve a 3 year term, $200.00 per month cost for Mike cell phones. Seconded by Paul Jones. Carried.	Joe
5.13.6. Photocopier/Network printer/Scanner/Fax A request to purchase such a machine returned from a lease, for $5800.00, was deferred.	
5.13.7. Elevator Maintenance Contract A quote from Sterling Elevators to service our elevators on a five year term was reviewed. The monthly cost would be $1350.00. They will provide prices on all of the needed upgrades as well. We are now paying $2602.00 per month on a one year contract. **Motion** by Jason Bray to change the elevator to Sterling Elevators providing we give proper notice and there is a cost free termination to the existing contract. Seconded by Paul Jones. Carried.	Joe
6. Security/Parking Report 6.1. Key safe Still being investigated 6.2. Parking Leases update/Policy (deferred)	Joe
7. Communication Report – no communication report this meeting	
8. From the President's Desk 8.1. Balcony Second Floor. A commercial owner on the second floor requested approval to cover/enclose their balcony. Balconies are common property with exclusive use. The board's issues were: covering/enclosing the balcony would change the unit factors for the entire building and would require the approval of 75% of the owners, the board did not want to set a precedent where every owner could request balcony coverage/enclosure, and the building plan would be architecturally changed which would require a change in land titles. **Motion** by Bryan Ellert to deny the request to cover a common area. Seconded by Manu Chugh. Carried.	Joe Joe
8.2. Certified Fitness Instructor's request to offer fitness classes to residents of Westmount Place. **Motion** by Manu Chugh to accept an owners' proposal to conduct fitness classes on common property that will be one hour maximum per day, not on weekends, and for residents only. The fitness instructor must	

produce evidence of liability insurance. Seconded by Jason Bray. Carried. 9. Next meeting: April 14, 2009 10. 09:40 pm **Motion** to adjourn by Ron Baines, seconded by Jason Bray. Carried.	Joe

Approval Signed

President, Lilian Jardine

Secretary, Bryan Ellert