

Minutes of Board Meeting
Westmount Place Condominium Corporation No. 8310969
April 14, 2009

The meeting was called to order by Lilian Jardine at 6:30 p.m.

Board attendance

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

Other attendance

√ Joe Penney, Building Manager

This is a continuation to the Board Meetings of April 1 and April 8 2009. Approval of previous meeting Minutes: **Motion** by Christine Selbstaedt to approve the board minutes of April 08, 2009. Seconded by Lilian Jardine. Carried. To Do's 1. Finance 1.1 Setting up of Payroll etc Ron Baines will receive the confidential payroll information from Condominium First this week. It is expected that the payroll will initially be done manually and then be converted to direct deposit. 1.2 Direct debit – all forms received? Ron Baines will receive the electronic requirements from our bank this week and work with Christine Selbstaedt, if necessary, to prepare the necessary electronic documents for the bank. 1.3 Receiving Info from Condo 1st Ron Baines expects to receive electronic financial statements from Condominium First by May 15th. Joe Penney will then store them securely on our computer. 1.4 Other – no items. 2.Maintenance 2.1 Locker rooms- time line (On hold pending bank balance clarification.) 2.2 Parkade elevator entrance floors- time line (On hold pending bank balance clarification.) 2.3 Elevator Edges-time line (On hold pending bank balance clarification.)	Ron Ron Ron Joe

2.4 Elevator Lobbies lighting-time line (On hold pending bank balance clarification.)	
2.5 Catch-up list from Feb'09 The "Catch Up" list of mainly outstanding maintenance items from February 2009 was reviewed and updated, noting the status of each item.	Joe
2.6 Renovations underway in suites The building manager is closely monitoring any renovations and building changes taking place in the building. It is *very important* that owners notify the building manager of any planned changes such as new flooring, kitchens and fixture changes so that any unforeseen circumstances can be dealt with expediently.	Joe
3.1 Good News re: coverage/premiums It was confirmed with the insurance company that both residential and commercial betterments and improvements are covered in the Westmount Place insurance policy.	
3.2 Suites flooring underway/owner question Two insurance claims for two suites were reviewed.	
4. Reserve Fund Study 4.1 Meet with Hemisphere and RJC-set date One item in the Hemisphere report needs clarification. Ron Baines will obtain this clarification.	Ron
A designated group of board members will be attending a meeting to be set up with RJC to review, discuss, and correct the Reserve Fund study so that it can be finalized.	Joe
4.2 Reserve Fund Projects order of importance Following a discussion of reserve fund projects for 2009, a **motion** was made by Christine Selbstaedt to move forward with the top five Reserve Fund items as outlined below: 1. Make up air///boiler unit, approximate cost $100,000, expected to be completed by September 2009. 2. Roof Anchors, approximate cost $75,000 - $150,000, expected to be completed by June, 2009. 3. Chiller, approximate cost for one of the two chillers, $250,000, expected to be completed after September 2009. Replacement of the second chiller will be investigated. 4. Parkade Traffic Membrane + Extras, approximate cost $330,000, expected to be started by June 2009. Joe Penney	

will investigate alternate parking in the community and possible solutions for storing the storage cabinets/containers located in the parking stalls. 5. Partial replacement of parkade drains, approximate cost $10,000 - $15,000, can be started anytime. Motion seconded by Paul Jones. Carried.	
5. From the President's Desk 5.1 Letter to Owners A draft "Letter to Owners" from the president was reviewed. The letter will be sent shortly. 5.2 By-law changes. Lawyers' opinion It was the opinion of our lawyers (Bonneycastle and Polley) that the By-laws of Westmount Place should be updated because of things like legislature changes that are not in the By-laws. They suggested that changes that the board was considering, such as variable board terms, would be easier and less expensive to incorporate into new By-laws. The board will follow this recommendation and propose new By-laws likely for the 2010 Annual General Meeting. 5.3 Other 2009 Annual General Meeting. The AGM is tentatively planned for mid June, 2009 (June 15, 16 or 17th). Christine will arrange a date, likely with the Kerby Centre. The Downtown West Community Association sent a thank you card thanking Westmount Place for allowing the DWCA occasional use of Westmount Place facilities for board meetings. Recycling – an article of condo specific recycling was given to Joe Penney to see if he can find a way to increase the recycling of Westmount Place. 6.1 Next Meeting May 20, 2009 **Motion** at 8:50 pm to adjourn by Ron Baines, seconded by Jason Bray. Carried.	Lilian Board Christine Joe

Approved May 20, 2009

President, Lilian Jardine

Secretary, Bryan Ellert