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 19, 2012

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

1. **Agenda approved –** Bryan indicated agenda item 12 should be revised to include another law suit we have received regarding a discrepancy in the unit factors assigned to a suite.
   Bryan also advised that Vici O'Brien of Montgomery Ross will be attending the meeting at 7 p.m. to discuss and resolve issues dealing with transition to the new building management contract. The agenda will be temporarily postponed at that time to accommodate this discussion.

2. **Meeting minutes:**
   It was moved by Gerry and seconded by Rich to accept the meeting minutes of February, 2011. All in favour, 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:**
   3.1. Feb. 13, 2012 motion by Richard Beale, seconded by Rick Goebel to provide a purchase order to Tech-Air Services to provide balancing for the system for $7,000. All members voted in favour except Bryan Ellert who was away.
   3.2. February 13, 2012 motion by Mona Jones, seconded by Rick Goebel to meet with Jim Atkinson of Montgomery Ross and discuss property management services at Westmount Place as an option was approved by all Board members but Bryan Ellert who was away.
   3.3. Feb. 17, 2012 motion made by Mona Jones and seconded by Richard Beale to acknowledge and permit Rick Goebel to be responsible for bookkeeping services at Westmount Place beginning Mar. 1, 2012. All members voted in favour except Bryan Ellert who was away.
   3.4. March 05, 2012, Rick Goebel moved that we authorize the engagement of a temporary part-time administrator bookkeeper at a rate not to exceed the monthly pay that the previous bookkeeper received for the period until the management company takes over management. Approved by Rick Goebel, Richard Beale, Mona Jones, Cheryl Scott, Bryan Ellert. Not voted yet, Gerry McAllister and Manu Chugh.

4. **Building Manager Report:**
   The building manager's report was not submitted to the board. Roger was not present as he had been advised his presence was not required.
   Richard advised he was not received a response from Roger as to the status of the roofing contract with Swann Roofing. Richard will follow-up directly with Swann Roofing.

5. **Building Management Company:**

Montgomery Ross has requested the board appoint a single representative as the primary contact between the board and itself. Bryan recommended the board contact should be someone who plans to run in the coming election. Gerry nominated Richard Beale as he felt the majority of communications will involve building operation issues. Richard accepted the nomination and all board members voted in favour of Richard being the primary contact with Montgomery Ross. Mona pointed out she is the designated benefits coordinator as well as handling other HR and banking responsibilities and the board felt she should continue as the board representative in those roles.

6. **Town Hall Meeting:**

Confirmed for 7 p.m. on April 3. Notices will be posted advising residents of the meeting.

7. **Finance Report:**

A finance report was not available due to payroll changes, as well as issues dealing with the Year-End. Rick advised he requires copies of a number of Hume invoices and requested Roger to provide him with copies but has not received them. Rick has reason to believe these invoices are not in fact outstanding or valid and asked for the board's permission to contact Hume directly to obtain copies of the subject invoices and to discuss the charges. The board agreed that Rick should contact Hume to resolve these charges.

8. **Meeting with Rick Erven:**

Rick and Bryan met with Rick Erven regarding his request to replace the carpet on the common areas on the 3rd and 4th floors. Rick Erven indicated that in his opinion, these carpets were damaged by flooding from common property and should be replaced as soon as possible. Mr. Erven expressed the carpet replacement should be covered under an outstanding insurance claim.

The board recognizes and acknowledges the concern with the state of the carpets and replacement will be reviewed with the new management company, Montgomery Ross. Rick and Bryan informed Mr. Erven there is no outstanding insurance claim or settlement regarding carpets and that any costs for replacement will have to be covered by Westmount.

9. **Maintenance and Operations**

Richard reported the Number One focus is in resolving the boiler/heating problems impacting Westmount residents and that progress is being made. His committee has received 2 proposals to address our boiler/heating problems from Hemisphere and has decided to proceed with installation of an additional pump and has requested pricing from Chisholm. A review of controls issues will still need to be completed.

Richard reported that a review of domestic hot water improvements are under review.

The maintenance and operations committee is also compiling a list of issues noted in the questionnaire dealing with the building envelope, roofing etc.

10. Suite Inspection Reports:

There were 46 toilets within Westmount Place that had issues with either leaking, or leaking when full etc. A generic letter was sent to all 46 individual owners through the security desk. The folder with the reports was then turned over to Richard Beale to assist him with his maintenance surveys.

11. Suite size measurements:

Bryan received a letter from a resident's lawyer regarding inaccurate survey measurements and unit factors assigned to his suite. Bryan will contact the lawyer to discuss the matter and if immediate action is required will engage a lawyer to act on behalf of Westmount. The board agreed that Bryan should engage a lawyer who is expert in matters of condominium unit factor allocations.

12. Status of Insurance Claim for Chiller:

Westmount's lawyer has advised that the insurance policy in place at the time of the chiller failure does not support or allow for the scope or amount submitted by the previous board. The claim initially submitted has been, for the most part, rejected by the insurer and the final settlement is expected to be significantly less than originally submitted.

Vicki O'Brien joined the meeting at this time and a general discussion regarding transition of responsibilities to Montgomery Ross followed.

13. Nominating committee:

Gerry will post a notice in early June inviting any owner interested in running and serving on the Board to please put his or her name forward.

14. Motion to Adjourn

Motion to adjourn by Rick, seconded by Richard, approved by all at 9:00 p.m.

The next board meeting will be Monday, April 16 at 6:00 pm. Suite 401 – 1040 7th Avenue SW, 4th Floor.

President – Bryan Ellert

Vice President – Mona Jones