

September 8, 2020

Dear Westfield Twins Condominium Owners and Residents,

Sent via hard copy to unit door, email to those available and posted to Westfield Twins website

RE: Change of Community Manager

As you may be aware, Wascana Property Management has merged with Nicor Group of Companies in April 2020. We have been undergoing a program of combining our property management processes and applying these updates to all of the clients that came over from Wascana. As we move into the management process phase of this program the Board of Westfield Twins has decided that a change to a Nicor Community Manager will expedite this process update.

We are pleased to announce that our Condo Department Manager, Christie Keith, has been assigned to the Westfield Twins Condominium file. Your previous Community Manager, Leona Frank, is still employed with Nicor and Christie will have access to Leona's valuable knowledge and history on this file. This change is effective as of Tuesday September 8, 2020.

Going forward, please send any questions, concerns or comments in the following fields to the respective position listed below:

Governance (Board Meetings, Annual General Meetings, Bylaw Enforcement, General Inquiries, etc.)
Community Manager:
Christie Keith Phone: 306-525-1381 Ext:111 Email: christie.keith@nicorgroup.ca Fax: 306-525-0303

Financial (Financial Statements, Condo Fees, Payables/Receivables, etc.)
Property Accountant:
Kathy Wagner Phone: 306-525-1381 Ext:109 Email: kwagner@nicorgroup.ca Fax: 306-525-0303

Maintenance (Maintenance Issues mon-fri 8am-5pm, Maintenance Emergencies 24/7, etc.)
Site Manager:
Jimi and Stephanie via Amtrak Answering Service Phone: 306-337-4782

As Jimi and Stephanie live on site, we know it can be easy to bring items forward to them in person. However, our system to monitor work orders and report to the Board the status of all maintenance concerns depends on the data provided to us by the Amtrak phone line. Please ensure that all maintenance items are phoned in through this line.

We look forward to working with you and should you have any questions please contact your Community Manager.

Thank you,



Steve Pinel
Chief Operating Officer, Nicor Group of Companies