WESTMOUNT PLACE

Condominium Corporation No. 8310969
Suite #420, 1100 – 8th Avenue SW, Calgary, Alberta, T2P 3T8

Minutes of Meeting of the Board of Directors
June 24, 2019

Present: Harrison Gallelli (chair after election of officers)**,** Bob Boyd (minutes), Brenda Edwards (chair before election of officers), Melissa Collins, Rob Parry, Kathleen Dinneen, Jules Wilkins
Absent: Sandra Williams (MRA)
The meeting was held in the boardroom of suite 420

1. Call to order:
Meeting called to order at 5:30pm by Brenda Edwards

2. Changes to the Agenda:
Obsolete items to be removed during discussion.

3. Board Motions and Decisions Since The Last Monthly Meeting

3.1 May 30, 2019 Motion by Susannah seconded by Mona to approve the April financial report and post it to the web site. Motion carried.
3.2 June 9, 2019 Motion by Bob seconded by Rob to approve the minutes of the May 27, 2019 Board meeting and post them to the web site. Motion carried.
3.3 June 19, 2019 Decision to purchase a new air compressor package to replace the existing package which has all but failed. This will be a charge to the reserve fund.

4. Election of Officers

4.1 Motion by Brenda to nominate Rob Parry for Treasurer seconded by Melissa. Motion carried.
4.2 Motion by Jules to nominate Harrison for President seconded by Brenda. Motion carried.
4.3 Motion by Bob to nominate Brenda for Vice President seconded by Jules. Motion carried.
4.4 Motion by Brenda to nominate Bob for Secretary seconded by Rob. Motion carried.

5. Insurance (Led by Bob, Sandra Williams, Abbas)

5.1 DOL20190318 drain failure in unit 32 affected units 32, 31, 23. Rebuild in progress. Some delay due to Owner B&I.
5.2 DOL20190520 toddler in unit 103 plugged the toilet and it overflowed into unit 98. Issue with getting unit 103 to do repairs. This has been declared negligence on the part of unit 103.

6. Building Maintenance And Operations (Led by Bob, Harrison, Abbas)

Abbas provided their report to the Board. Abbas meets weekly with the Maintenance Committee Monday afternoons at 3PM and produces an action items report for the weekly review.

6.1 Last domestic water shutdown Jun 19. Next shutdown to be scheduled.

6.2 Annual generator test completed Sept 12. Last test Jun 12 next test scheduled for July 17.

6.3 Abbas confirmed all mechanical logs are up to date and installed in their proper locations.

6.4 There is a temperature control issue in some suites. Abbas has been investigating and Climate Control has been helping. Harrison also working on the issue. Main problem is air leaks in the pneumatic system which are being tracked down and repaired. Also the air compressor package has significantly failed and is being replaced.

6.5 There is an issue with heating temperature control on the second floor. A thermostat in one unit controls the radiant heat to a number of units. Not everyone is comfortable at the same time. We do not consider this a Corporation problem as it relates to the way the original space was subdivided. It is up the to Owners to resolve. Letter drafted and reviewed and was sent to the affected Owners. Brenda set up a meeting which was held with the affected Owners.

6.6 We will be installing protection for the parkade cameras from water coming down from the floor above. In progress.

6.7 There are problems with hot water recirculation in the commercial units including the showers. Abbas is looking into this.

6.8 Mr. Thirsty is not functional. The motor has burned out and needs to be replaced.

6.9 The pole lights still need repair. They are under warranty with CLP.

6.10 No sign of the leak into unit 141 so far. Abbas to continue investigation when it returns.

6.11 Graffiti has been scratched into the main floor windows. We are looking at options to repair.

6.12 The 4th floor water fountain valve has failed. During the next water shutdown we will be removing the water fountains on the 3rd and 4th floors.

6.13 Rob has been reformatting the weekly report from Abbas. Bob to provide Rob access to the operator account so he can work with the native format files.

7. Treasurer's Report (Led by Rob):

7.1 GST is current.

7.2 We have the May financial report. Rob to send out email to get approval.

7.3 Arrears stand at about $4k. All arrears, interest, caveats and demand letters are in progress. Interest charges at the rate of 18% are being applied to all outstanding amounts over $200.

7.4 Four of the lockers in the parkade are under lease. One of the small lockers will become available sometime in June as the Owner who has rented the locker has sold their unit and will be moving.

7.5 Suite 503 is rented with the lease up at the end of the month. The tenant had requested terms to cancel the lease if he purchased a home. Terms were provided. The tenant has signed a lease for another year.

7.6 It was decided to have the draft financial reports sent to all Board members when they are available. Rob will be the main point of contact with MRA accounting.

7.7 Rob will look into the choice for auditor for 2019.

8. Building Management (Committee of the Whole):

Sandra provides a Property Managers report before each meeting.

8.1 Parkade cleaning last completed May 4. Next cleaning in the fall.

8.2 Window cleaning last completed Apr 2019. Next cleaning not scheduled.

8.3 Carpet cleaning last completed June 12. Next cleaning this fall.

8.4 We have the annual fire inspection report. The identified repairs are approved and in progress.

8.5 We had a city fire inspection that identified a number of issues beyond the ones in the annual fire inspection and with a short time to resolve. Because of the number of issues we hired Katharine Jones of Cambrian Condo Consulting to manage resolving them. Katharine is only available until the end of May after which Sandra will continue. Most of the small issues have been resolved including providing the requested reports and repairs to signs and additional signage. We engaged Randy Brown of F451 to address preparation of a Fire Safety Plan which is now complete. We have engaged JPW Contracting to address the door issues and fire pump pump testing. Bob met with JPW on how to address these issues. The doors needing immediate attention were identified and JPW was contracted to repair. It was decided to flow the standpipe water into storage containers and then let the water drain out more slowly than would come from the fire hose.

8.6 We are looking into options for the monthly fire pump testing.

9. Bylaws (Committee of the Whole):

9.1 The existing renovation sites appear to be in compliance with the bylaws and approved renovation requests.

10. Building Mechanical Projects (Bob, Harrison, Brenda):

10.1 Elevator #3 is being modernized. Modifications were made to the fire system and the AEDARSA inspection completed. The elevators have passed the AEDARSA inspection.

10.2 The elevators currently do not meet our contract specifications. All elevators are now in service but thyssenkrupp is still working on the outstanding deficiencies.

10.3 We are in the process of arranging for the 2019 post tensioned cable review and will be chipping additional access ports in the parkade.

10.4 The deck repair project is currently on hold until the repair of the sun room on the deck of unit 122 is completed.

11. Building Design Projects (Kathleen, Harrison):

11.1 Design committee is working on options and budget for updating the vestibule ceiling. Harrison will be sending out a proposal to the Board.

11.2 Repairs are complete on the 15th floor bulkheads and we will start on the 27th floor bulkheads. Harrison is managing.

11.3 Now that thyssenkrupp is nearing finishing we will need to address the 27th floor flooring. Sandra to get Cascade out to recommend a solution.

12. Legal (Committee of the Whole):

12.1 Westcor, the pool contractor, filed a statement of claim for the money they believe they are owed. We believe the amount owing to be substantially less than claimed by Westcor and the documentation provided so far is neither clear nor comprehensible and is not complete. We have received Westcor's Affidavit of Records. Bob has put together a package of our records for our lawyer who will provided them to Westcor's lawyer. There will be questioning this fall.

13. Other (Committee of the Whole):

13.1 Work on irrigation for the planters was deferred though the winter. There are only two planters without drain access points. Harrison is working with Fountainhead on irrigation design.

13.2 The results of the Shaw cable TV contract renewal were announced at the AGM. Of 139 eligible voters 42 votes were received representing 30% of the eligible voters. There were 25 votes to renew and 17 votes against renewing. Therefore it was declared there was a majority vote to renew the contract.

13.3 Motion by Rob seconded by Bob to renew the Shaw cable TV contract for another 5 years per the terms offered. Motion carried. Harrison voted against.

13.4 There are many changes to the Condominium Property Act and Regulations which will come into effect July 1 and January 1. At the next meeting we will have to address how to manage these changes. Bob to provide information on the changes.

13.5 The new Board members signed the Code of Ethics. All current Board members have signed.

13.6 The Change of Directors form was signed. The address for service for all Board members will be the MRA Calgary office. Sandra will file with Land Titles.

14. Adjourned:

Meeting adjourned at 8:19pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM in room 420.)
20190729 Regular Board Meeting
20190826 Regular Board Meeting
20190923 Regular Board Meeting
20191028 Regular Board Meeting
20191125 Regular Board Meeting
20191127 Town Hall Budget Presentation at Kerby Centre at 7PM
20200127 Regular Board Meeting
20200224 Regular Board Meeting
20200323 Regular Board Meeting
20200427 Regular Board Meeting
20200521 Annual General Meeting at Kerby Centre at 7PM

Officers of the Board:

President: Harrison Gallelli
Vice President: Brenda Edwards
Treasurer: Rob Parry
Secretary: Bob Boyd

Committees:

Maintenance: Bob, Harrison, Brenda, Rob, Abbas, Sandra
Design: Kathleen, Harrison, Lee Mills, Margrit Mortensen
Insurance: Bob, Harrison, Brenda, Sandra
Communications: Melissa, Harrison
Landscaping: Kathleen, Lorraine Ellert
Social: Mona Jones

Contacting The Board:

The Board can be contacted through the Westmount Place web site at https://westmountplacecalgary.org/. Log in with your user name and navigate to under the Board Members 2019-20 tab. There you can contact all the Board members or an individual Board member if preferred. Creating a new profile is easy if not already registered.
Residents can also use the Contact Us or Contact Building Manager.
Residents can also directly email the Property Manager, Sandra Williams, at sandra.williams@montgomeryross.ca and request the email be sent to the Board.
Residents can also drop a letter off at the security desk addressed to the Westmount Place Board of Directors.