WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
July 29, 2019

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Jules Wilkins (via teleconference), Sandra Williams (MRA), Patrick Payne (Abbas part time)
Absent: Melissa Collins (illness), Kathleen Dinneen (vacation)
The meeting was held in the boardroom of suite 420

1. **Call to order:**
   Meeting called to order at 5:30pm by Harrison Gallelli

2. **Changes to the Agenda:**
   Obsolete items to be removed during discussion.
   Add floor 8 recirculation investigation
   Add human rights complaint
   Add Telus offer

3. **Board Motions and Decisions Since The Last Monthly Meeting**

   3.1 June 25, 2019 Motion by Rob seconded by Bob to approve the May financial report and post it to the web site. Motion carried June 26.
   3.2 July 7, 2019 Motion by Bob seconded by Rob to approve the minutes of the June 24, 2019 Board meeting and post them to the web site. Motion carried July 8.
   3.3 July 16, 2019 Motion by Rob seconded by Brenda to approve the June financial report and post to the web site. Motion carried July 16.

4. **Insurance (Led by Bob, Sandra Williams, Abbas)**

   4.1 DOL20190318 drain failure in unit 32 affected units 32, 31, 23. Rebuild complete except for unit 31 who wishes to install upgraded flooring. We will pay unit 31 the base standard amount but only after they install the upgraded flooring and sign off the CoC.
   4.2 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. We will repair this week and charge back the amount.
   4.3 DOL20190626 Owner in unit 109 sprayed water around their bathroom while cleaning their jetted tub. Some damage to unit 105 below them. This was declared negligence on the part of unit 109. Unit 105 is refusing access to repair. Unit 105 can repair themselves and

we will pay what our cost would have been once they provide a CoC. We will then charge that amount back to unit 109.

4.4 DOL20190715 humidifier leak in unit 34. Per the letter to Owners of 20190329 all claims relating to failure of a humidifier are considered negligence. Owner will make repairs to his unit and remove the humidifier.

5. 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.

5.1 Last domestic water shutdown Jun 19. Next shutdown to be scheduled for sometime in August.

5.2 Annual generator test completed July 19.

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

5.4 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. Replacement scheduled for tomorrow.

5.5 We will be installing protection for the parkade cameras from water coming down from the floor above. Complete.

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

5.7 An issue with the recirculation lines that serve floors 5-8 has been identified. Fountainhead and Abbas to investigate this week.

5.8 Mr. Thirsty (our water extraction machine) is not functional. The motor has burned out and needs to be replaced. We are waiting on a quote to repair or replace.

5.9 The pole lights have been repaired under warranty.

5.10 No sign of the leak into unit 141 so far. It is proving very difficult to find the source. We are arranging for drip pans as a temporary patch.

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

5.12 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.

5.13 Some leaks around the chimney of unit 106. We are getting a quote to repair.

5.14 So far it is looking like we have 4 Victaulic couplings to repair this year and there has only been very minor damage. We will continue investigating in August with a view to do the repairs at the end of August or into September.

5.15 The Owner of unit 101 disagreed with our response to their refusal to allow us to investigate a leak. The leak has not recurred. Harrison to provide a response.

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

6.1 GST is current.
6.2 Arrears stand at about $3k. 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.
6.3 Arrears are currently mostly fines.
6.4 Four of the lockers in the parkade are under lease.
6.5 Suite 503 is rented.
6.6 Motion by Rob seconded by Brenda to appoint Cremers & Elliott to be the auditors for the 2019 financial audit. Motion carried. The auditor does not do the AGM presentation so Rob will have to handle that duty.
6.7 Rob has met with the MRA accounting team and is planning to meet with Matco.

7. Building Management (Committee of the Whole):

Sandra provides a Property Managers report before each meeting.

7.1 Parkade cleaning last completed May 4. Next cleaning in the fall.
7.2 Window cleaning last completed Apr 2019. Next cleaning not scheduled.
7.3 Carpet cleaning last completed June 12. Next cleaning this fall.
7.4 We have the annual fire inspection report. The identified repairs are approved and completed.
7.5 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. 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. This was done for the test on P4 but could not be done for the 29th floor as the container is too large. We are working on a solution.
7.6 We are looking into options for the monthly fire pump testing.

8. Bylaws (Committee of the Whole):

8.1 The existing renovation sites appear to be in compliance with the bylaws and approved renovation requests.
8.2 We have noticed that many users of the pool and hot tub are not showering before entering the pool area. This is a contravention of Alberta Health Services requirements and the building rules. Residents are reminded that a thorough shower with soap is required before entering the pool area.

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

9.1 The elevators currently do not meet our contract specifications. All elevators are now in service but thyssenkrupp is still working on the outstanding deficiencies. The main deficiency is the elevator #3 dedicated call buttons are not functioning correctly. They should only call elevator #3 and not all of them as they do now. This issue is with thyssenkrupp engineering group. Until this is resolved we do not want to remove the protection from elevators #1 and #2 nor implement the per-floor security.

9.2 The 2019 post tensioned cable inspection is complete and we are waiting for the report. The additional access ports in the parkade were chipped and we now have exposed all the PT cables in the parkade and main floor slab.

9.3 Unit 122 has completed removal of the sun room on its deck and installation of a new window and door. Our engineers inspected it on July 23 and are in the process of putting together a bid package for our deck repairs. There is still some work to be done by the Owner. At this time it is not known if we will be able to complete our work this year.

9.4 Unit 123 will have to remove the items on their deck before the 26th floor deck work starts.

10. Owner Renovations (Bob, Sandra):

10.1 Unit 106 applied for and was given permission 20190619 to rebuild their unit which was gutted the previous year. Permission excluded a wall near front entrance which might block the fire security equipment and the stove hood.

10.2 Unit 128C applied for and was given permission 20190625 to replace the carpet in their suite.

10.3 Unit 20 applied for and was given permission 20190711 to install a new bathtub.

10.4 Unit 99 requested Mr. Mikes be approved for plumbing work. Mr. Mikes required the Board sign a waiver that there was nothing else wrong with the plumbing in the suite. The Board is not responsible for in-suite plumbing and refused. Mr. Mikes is not authorized to work in Westmount Place.

10.5 Unit 34 requested approval to repair the damage caused by their humidifier. Approval given 20190723.

10.6 Unit 122 requested approval 20190723 to upgrade their electrical service from 60A to 100A. We are investigating.

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.

11.4 Two years ago we had approved removing the wallpaper from the 5th floor hallway and painting the walls. A test area was repaired to determine if the repairs would work and what it would cost. Harrison is getting an updated quote.

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 provided them to Westcor's lawyer. There will be questioning this September.

12.2 After two years we have finally received a response from the Alberta Human Rights Commission regarding the complaint against us for refusing to allow an emotional support animal in contradiction of our bylaws. The case was dismissed for lack of demonstrated need on the part of the plaintiff.

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 west planter by the entrance to Cartin's office has been redone and new plants have been added to many of the planters.

13.3 The Shaw Cable TV contract has been renewed. The contract is for five years but we have an option to cancel the contract at the end of the third year without penalty. That will be an issue for the Board in place at the time.

13.4 Telus had previously provided an offer to give a 25% discount on their cable and TV offerings for a period of one year in exchange for being allowed to market their services in the building. They already have these marketing rights because of the fibre optic cable agreement. This had been deferred due to the Shaw vote and it is unclear if they will continue the offer under the current circumstances.

13.5 Motion by Bob seconded by Jules to sign the offer and see if Telus will accept.

13.6 There are many changes to the Condominium Property Act and Regulations which would have come into effect July 1 and January 1. Just before they changes came into effect the Alberta Government decided to delay them until the end of the year for further review. Bob provided information on the Act and the changes to the other Board members.

13.7 We need to update a number of Westmount Place documents including the Reference Guide, Renovation documents, Security Desk manual and the Insurance policies.

13.8 Our bylaws are in need of updating. Brenda volunteered to lead a committee of the whole.

13.9 Jules to contact Hub insurance (Marjorie Andersen) regarding their offerings for Owners and tenants.

13.10 We had received a query from an Owner regarding bike storage in the parkade and in-suite. This is an issue that was addressed a few years ago without a satisfactory conclusion. Residents can keep their bikes in their parking stalls and we would consider renovation requests for installation of a bike rack in a stall. We have not prevented residents from taking their bikes to their suite. The dedicated elevator #3 call buttons are intended to ensure they use the freight elevator. The city provides a few bike racks along 8th avenue.

13.11 Harrison is obtaining quotes for a digital communications board to reduce the number of notices we post in the elevators.

14. Adjourned:

Meeting adjourned at 7:21pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM in room 420.)
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, Bob
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.