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 28, 2021

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Kathleen Dinneen, Melissa Collins (part time from 6:27), Patrick Payne (Abbas part time to 5:57)
Absent: Jules Wilkins (illness), Janan Tahir (Rancho Realty vacation)
The meeting was held via video conference

1. Call to order:
Meeting called to order at 5:32pm by Harrison Gallelli

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

3. Board Motions and Decisions Since The Last Monthly Meeting

3.1 June 4, 2021 Motion by Bob seconded by Kathleen to fine the owner of unit 22 the amount of $100.00 per day up to the maximum allowed per week for having a dog in Westmount Place contrary to our bylaws. Fine to start after a 10 day grace period to allow the owner to find alternate accommodations for the dog. Motion carried June 4. Owner formally advised June 8.

3.2 June 7, 2021 Decision to award the main floor and related HVAC engineering work to Smith and Anderson.

3.3 June 9, 2021 Motion by Harrison seconded by Bob to fine the owner of unit 19 the amount of $100.00 per day up to the maximum allowed per week for having a cat in Westmount Place contrary to our bylaws. Fine to start after a 10 day grace period to allow the owner to find alternate accommodations for the cat. Motion carried June 9 and owner formally advised June 10.

3.4 June 14, 2021 Decision to perform the repairs and recommended updates to the fire safety system after the annual fire inspection. Work awarded to JPW Fire.

3.5 June 23, 2021 Motion by Bob seconded by Brenda to approve the minutes of the May 31, 2021 Board meeting and post them to the web site. Motion carried June 24.

3.6 June 25, 2021 Decision to move the replacement PRV tree to the 3rd floor mechanical room as we cannot find a piping path to the 4th floor mop closet where it was intended to be located.

3.7 June 28, 2021 Decision to award repair of equipment on the 3rd floor water storage tanks to Fountainhead.

3.8 June 28, 2021 Motion by Rob to approve the April financial balance sheet and income statement and post them to the web site. This motion was seconded by Harrison at the meeting and carried.

4. Insurance (Led by Bob, Rancho, Abbas)

Note that as of January 1, 2020, per the revisions to the Condominium Property Act, the Owner is responsible for all damage caused by a water leak from their suite up to the insurance deductible. There is no longer a requirement to determine negligence.

4.1 DOL20210104 bathroom sink leak in unit 8 affecting units 8, 140, 137, 1A and 133. The shutoff valves in the suite were not functional and an emergency building water shutdown was required. The line to the sink was repaired on an emergency basis. All costs to unit 8 as the source of the water. The owner does not have insurance and the suite has not been occupied for over a year. Obtained rebuild quote from MDR. Abbas will provide second rebuild quote.

4.2 DOL20210503 Unit 50 toilet valve leak into unit 44. Temporary compression fitting installed in unit 50 which will need to be properly repaired at the next building water shutdown.

4.3 DOL20210503 Unit 27 washing machine drain leak into units 11, 3, 2, 139. Drywall repairs required. All costs to unit 27 as the source of the water. Abbas provided quote for repairs. Repairs are almost complete.

4.4 DOL20210517 Second floor bathroom drain overflow. Initially a plugged toilet with paper towels and the blue cloths (like J-cloths) like cleaners use. In attempting to clear the plug it was pushed down the line and the drain started overflowing with water from above. Affected main floor hallway, second floor hallway, units 141, 132, 131, 129C. Emergency response is complete. Second floor repairs to betterments and improvements to be handled by the affected owners. There was some question whether the emergency response cleaned all of the affected areas. We authorized further cleaning.

4.5 DOL20210517 Fourth floor drain overflow. Plugged toilets in commercial bathroom. Owner brought in non-approved plumber in the evening. Plug was pushed to the area of the men's locker room where sewage came out of the drain. This would not be noticeable to the plumber as the locker area is closed. Damage to the 4th and 3rd floors and unit 131 that reported the problem. All costs to the owner of the 4th floor commercial washrooms. Emergency response complete. Abbas provided rebuild quote for the common areas and men's locker room. Quote was approved.

4.6 DOL20210522 Humidifier leak in unit 81 causing damage to unit 75 particularly the engineered hardwood flooring. All costs to unit 81 as the source of the water. Additionally unit 81 is negligent as per the previous letter to owners with respect to the dangers posed by humidifiers connected to the building water supply. The flooring in unit 75 is considered a betterment and improvement and will need to be addressed by the owner or its

insurance. The owners of units 75 and 81 are coordinating on the repairs and we are awaiting further information.

4.7 DOL20210619 Bathroom toilet leak from unit 116 caused damage to unit 112. The owners are in communication to resolve the issue and we are awaiting further information.

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

Abbas provided their report to the Board. Abbas meets weekly with the Maintenance Committee Monday afternoons at 1PM and produces an action items report for the weekly review.

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

5.2 Last domestic water shutdown Apr 21. Next shutdown is June 29.

5.3 Abbas following precautions with respect to COVID-19. Sanitizing mechanical rooms. Taking precautions entering suites such as asking the residents if they are in isolation and using face and hand protection. Limiting entry to suites where the issue is minor.

5.4 We have contracted JPW for the annual fire inspection. The inspection is complete and we have received the report. We are in the process of implementing the repairs and recommended modifications.

5.5 Abbas are tracking water supply issues within suites. Some suites are experiencing hot water in the cold water lines. This may relate to the current high pressure in the lower DHW lines due to the failed PRV tree. We are still waiting on parts to replace the PRV tree.

5.6 Hand dryers for the corporation rest rooms are on order.

5.7 Bob and Harrison met with Modern Purair regarding cleaning of the vent stacks. There appears to be problems accessing all of the stacks and we may have to add access ports. We are also looking at cleaning all of the stacks this year not just the dryer vent stacks. This will include the stacks for the bathrooms and kitchen vents.

5.8 We are investigating replacing drain pipes on the main floor that may be passed their prime. It may be good timing while the ceiling is down on the main floor lobby.

5.9 We are replacing the shower valves in the women's shower area. The men's were previously replaced.

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

6.1 GST was correct at the end of March as MRA will filed their final GST report to the CRA.

6.2 Arrears are currently unknown due to the change in accounting from MRA to Rancho and a number of owners have not updated their payment information. These issues are being resolved.

6.3 Rob is looking into the May financial reports. There are a number of items that need to be corrected. Rancho has been responsive to our requests.

6.4 Four of the lockers in the parkade are under lease.

6.5 Suite 503 is rented until the end of May 2022.

6.6 Two motorcycle stalls are now rented to the end of the year.

7. Building Management (Committee of the Whole):

Rancho provides a Property Managers report before each meeting. No report was provided for this meeting as Janan is on vacation.

7.1 Parkade cleaning last completed May 29. Next cleaning in the fall.

7.2 Window cleaning is complete. A heavy wind gust pushed a cleaner into a window on the 27th floor breaking the outer pane. Some damage on the 26th floor and a 20th floor balcony. Repairs are being handled by the window cleaners, Rockyview.

7.3 Carpet cleaning last completed June 7. Next cleaning scheduled for December.

7.4 Unit 109 has condensation in one window. Also we have the same issue with some of the windows in the pool area. We have hired Alpine Glass to replace the windows as well as fix a flashing in unit 2. There was a problem with the glass Alpine planned to install and it has to be re-ordered.

7.5 Bob and Janan to review the Contract Expire List and Yearly Planning Guide that Rancho includes with its monthly report.

7.6 It was noted that the current recycle signage supplied by Waste Management does not include bottles. We can continue to use the recycle bin for glass even though it is not specifically identified on the signage.

8. Bylaws (Committee of the Whole):

8.1 The existing renovation sites appear to be in compliance with the bylaws and approved renovation requests except as noted below.

8.2 We are still drafting the fine notice for unit 106 with respect to their improperly connected dryer to the building venting.

8.3 See the Motions and Decisions section for the motion to fine unit 22 with respect to their dog.

8.4 See the Motions and Decisions section for the motion to fine unit 19 with respect to their cat.

8.5 June 14 complaint regarding the children in unit 53 throwing items off their balcony. Letter sent.

8.6 We had one complaint from Waste Management regarding contamination (plastic bags) of the recycle bin and two complaints regarding the bin being overloaded. Each of these resulted in extra costs to the corporation. We may be back charging these costs to the responsible owner.

8.7 Concern has been expressed about a non-approved renovation in unit 6 where contractors appear to be working. Harrison to check.

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

9.1 We have engaged Katharine Jones for the lobby renovation project. This was accelerated due to the overflow of the second floor drain which destroyed the lobby ceiling. The first part of the work will be to review the MUA and cooling requirements for the main floor. We have hired Smith and Anderson for the engineering work.

9.2 We are in the process of finishing the resurfacing of the 5th floor walls that was started a few years ago. Katharine Jones has been engaged.

10. Owner Renovations (Bob, Janan):

10.1 April 28, 2021 Renovation request from unit 65 to replace flooring and paint. Waiting on formal request.

10.2 June 1, 2021 Renovation request from unit 64 to improve main bathroom. Waiting for contractor information.

10.3 June 8, 2021 Request from potential purchaser of unit 134 for information on designing a bathroom for the suite. Information provided.

10.4 June 15, 2021 Request from unit 116 to replace their toilets. Approved June 15.

10.5 June 24, 2021 Request from unit 138 to replace their toilets. Approved June 24.

11. Building Design Projects (Kathleen, Harrison):

11.1 No activity.

12. Legal (Committee of the Whole):

12.1 It was decided to apply for dismissal of the legal action by Roger Lamy against the corporation. There has been no action that would progress this case since 2014 and it has not been progressible since 2017. Application for dismissal and award of costs has been made.

12.2 It was decided to apply for dismissal of the legal action by the owner of unit 38 against the corporation. There has been no action that would progress this case since 2018 and it is no longer progressible per the Alberta Rules of Court.

13. Other (Committee of the Whole):

13.1 With the removal of most COVID restrictions by the Alberta government we will be re-opening the gym on July 1 at 9am and the racquet courts on July 5 at 9am. The pool area will remain closed for repairs to the shower areas and the pool area.

13.2 Harrison to look into arrangements for the next AGM.

13.3 Harrison to contact McLeod Law about revising our bylaws, particularly the ones that contradict the revised Act.

13.4 Harrison is preparing a letter to the owners on various topics.

14. Adjourned:

Meeting adjourned at 7:43pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM via Zoom)
20210726 Regular Board Meeting
TBD 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, Abbas, Janan
Design: Kathleen, Harrison, Lee Mills, Margrit Mortensen
Insurance: Bob, Harrison, Brenda, Rancho
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, Theresa Persihl, until March 31 and request the email be sent to the Board. After April 1 they can email the new Condominium Manager, Janan Tahir at jtahir@ranchogroup.com.
Residents can also drop a letter off at the security desk addressed to the Westmount Place Board of Directors.