# *WESTMOUNT PLACE*

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

## Minutes of Meeting of the Board of Directors
## September 27, 2021

**Present:** Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Kathleen Dinneen, Jules Wilkins, Melissa Collins, Patrick Payne (Abbas part time to 5:45)
**Absent:** Janan Tahir (Rancho Realty)
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 Sept 5, 2021 Motion by Bob seconded by Brenda to approve the minutes of the August 30 board meeting and post to the web site. Motion carried Sept 6.
   3.2 Sept 7, 2021 Decision to accept the Fountainhead quote to replace the drain pipe serving the mop closet off suite 408.
   3.3 Sept 16, 2021 Decision to close the amenities on Sept 20 instead of trying to implement a restrictions exemption program.
   3.4 Sept 19, 2021 Motion by Bob seconded by Brenda to approve the minutes of the Sept 13 board meeting and post them to the web site. Motion carried Sept 19.
   3.5 Sept 20, 2021 Decision to renew the JCI chiller maintenance contract.

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 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 complete.
   4.2 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 and repairs complete. There was an issue with inconsistent baseboard.

4.3 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 owner and its insurer are proceeding with repairs. Our insurance will cover the base cost excluding B&I.

4.4 DOL20210806 Leak from Jacuzzi in unit 80 into unit 74. All costs to unit 80. Unit 74 is currently being renovated so only drywall repair required. Abbas quote approved. Work is now complete.

4.5 DOL20210830 Drain pipe leak into unit141. No damage. Drain pipe to be replaced.

4.6 DOL20210831 Drain leak into 3rd floor change room. Emergency response is complete. No further damage.

4.7 DOL20210903 Fridge line leak in unit 72. All damage to wood flooring in suite.

**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 Sept 22. Next shutdown Oct 20.

5.3 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. We have received quotes and the first pipe to be replaced will be the main line over the entrance. Currently XFR pipe is in short supply at an inflated price so we may defer some of the replacement.

5.4 We expect to have a shutdown of the heating system the week of Oct 4 for repair of Victaulic couplings.

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

6.1 GST is current?

6.2 Arrears are currently about $29k.

6.3 Brenda and Kathleen to look into missing charge back invoices from 2019 and 2020. Need to obtain the invoices.

6.4 Rob is looking into the August financial reports.

6.5 Four of the lockers in the parkade are under lease.
6.6 Suite 503 is rented until the end of May 2022.
6.7 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.

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. We continue to face challenges working with glass companies.
7.5 Bob and Janan to review the Contract Expire List and Yearly Planning Guide that Rancho includes with its monthly report.
7.6 Normac (formerly Reliance) has updated the insurance appraisal. Janan is arranging for insurance quotes. We will be obtaining quotes from 3 brokers.
7.7 Our electricity supply contract is coming up for renewal this fall. Janan to look into. Typically there will be one day when we get a quote and the board will have to approve the same day otherwise the price will change.
7.8 Our contract with Waste Management is coming up for renewal this fall. Janan to contact possible suppliers for proposals.

**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 A fine is currently in place of $500/week for unit 22 for having a dog in the building. This fine has been in place since June 19. The owner of unit 22 was further advised on July 22, 2021 that they had until August 23 to remove the dog from the premises or the Board would apply for a court order to have it removed. As of Sept 26 the dog is still residing in the building.
8.3 Sept 16 2021 Waste Management advised of an overloaded recycle container and charged us extra costs. Owners are required not to overfill the recycle container. We may charge back to any suite that overloads the containers.

**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. We have received their report describing the work that needs to be done on the first floor.

9.2 Motion to proceed with the recommendations of S+A Engineering by Harrison seconded by Rob. Motion carried.

9.3 We are in the process of renovating the residential hallways to the design produced by McKinley Burkhart last year. JB Construction has completed floors 27-25 and is working on floors 22-24. They will be working their way down the building at a rate of approximately 2 weeks per floor. They are removing the wallpaper and moulding, repairing and resurfacing the walls and painting.

9.4 We have engaged the Wizards of Electrostatic Painting to paint the elevator doors. They will be following the work done by JB Construction. Currently they have finished the elevator doors on floors 5, and 25-27. They will also be painting all of the metal doors on each floor. Currently there is a shortage of a chemical used in their painting process which may delay some of the work.

9.5 After the painting is complete we will be replacing the carpet on the residential floors. That will be followed by doors, lighting and trim and accents. Timing of these items will depend on their priority among the other work going on.

**10. Owner Renovations (Bob, Janan):**

10.1 August 26 2021 Request for information regarding installing a bathroom in unit 134. Owner decided not to proceed on Sept 27.

10.2 August 30, 2021 Renovation request to install new shutoff valves in unit 111. Approved Sept 1.

**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 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. The owner of unit 38 is contesting the application.

12.2 We are in the process of applying for a court order to have the dog in unit 22 removed from the building as the owner is ignoring our requests and not paying their fine.

**13. Other (Committee of the Whole):**

13.1 With the restoration of COVID restrictions by the Alberta government and the City of Calgary we have closed the amenity areas indefinitely. We have decided not to try and implement a restrictions exemption program due to the logistical challenges involved.

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

**14. Adjourned:**

Meeting adjourned at 6:30pm.

**Proposed Remaining Regular Meeting Schedule:**

(Regular Board meetings are held at 5:30PM via Zoom)
20211025 Regular Board Meeting
20211122 Regular Board Meeting
20220124 Regular Board Meeting

**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.*