WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
February 28, 2022

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Kathleen Dinneen, Jules Wilkins, Janan Tahir (Rancho Realty to 7:06), Patrick Payne (Abbas part time to 5:44)
Absent: Melissa Collins
The meeting was held via video conference

1. **Call to order:**
   Meeting called to order at 5:33pm 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 Feb 4, 2022 Motion by Rob seconded by Harrison to approve the December 2021 financial report and post to the web site. Motion carried Feb 27.
   3.2 Feb 9, 2022 Decision to reopen the amenities as the restriction exemption program has ended.
   3.3 Feb 16, 2022 Decision to have JB Construction remove the hallway ceiling as necessary to replace the drain pipe.
   3.4 Feb 21, 2022 Motion by Bob seconded by Rob to approve the minutes of the Jan 24 board meeting and post them to the web site. Motion carried Feb 21.

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 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. Flooring installed. Drywall repair is underway by the owner.

4.2 DOL20211026 Damage from Victaulic coupling leaks and repairs in 2021. Abbas quoted on all suites with drywall damage and were approved for all units except 66 and 95 who will do their repairs themselves. All repairs are either in progress or completed.
4.3 DOL20220202 Leaking pipe in 4th floor electrical room. Leak contained and no damage.

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 2PM 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 Feb 23. Next shutdown not scheduled.
5.3 There may be a problem with the chilled water plastic air bleeders which were installed in the past. This will be investigated over the winter.
5.4 Work is ongoing in the change rooms to repair the damaged walls and tiles.
5.5 Unit 7 is insisting that their problem with a sink draining slowly is a building problem. We don't believe this to be the case as nothing other than their sink is affected. Also there isn't a problem with water coming back into their unit as is normal with plugs in the common piping. We confirmed that the suite plumbing is as per the drawings. Further work will require removal of the cabinetry to access the pipe in the wall.
5.6 One of the RBI boilers was down last week during the really cold weather. That may have been the cause of some complaints over lack of heat. It has been repaired and is back in service.
5.7 The main heat exchanger for heating the domestic water has a crack. We are looking into repairs.
5.8 The domestic water reheat pump on the third floor had a power issue which has been repaired. The back up pump does not seem to be able to keep the recirculation flow up so some owners experienced delays in getting hot water. We are looking into solutions.
5.9 Harrison to order new bulbs for the emergency stairwells.

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

6.1 GST is current.
6.2 Arrears are currently about $14k.
6.3 Turn over to McLeod Law for collection or foreclosure units 50, 81 and 19. The amount owing by unit 75 will be deducted from our insurance payout to them.
6.4 The 2021 financial statements are ready to be sent to the auditor.
6.5 Motion by Rob seconded by Harrison to transfer the 2021 contingency fund of $100,000.00 to the reserve fund. Motion carried.
6.6 Brenda and Kathleen to look into missing charge back invoices from 2019 and 2020. Need to obtain the invoices. Harrison looking into missing boxes of invoices.

6.7 Four of the lockers in the parkade are under lease. Janan to look into issues relating to collecting the rent. Anyone not making their rental fees current will be given 10 days to clear out their locker.

6.8 Suite 503 is rented until the end of May 2022. Harrison to contact RLG regarding the status and condition of this suite and any issues around the rental rate.

7. Building Management (Committee of the Whole):

Rancho provides a Property Managers report before each meeting.

7.1 Parkade cleaning last completed Dec 4. Next cleaning in the late spring

7.2 Carpet cleaning last completed Dec 6. Next cleaning scheduled for the spring.

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

7.4 Janan to get pricing for a day dry cleaning of the parkade driving lanes.

7.5 Janan to contact JPW Fire for a quote to perform the annual fire inspection.

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. As of February 4 the dog has passed away and the fine is no longer being charged.

8.3 Jan 10, 2022 a complaint was received about excess noise originating in unit 12 possibly due to an improperly renovated floor. We are investigating.

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

9.1 We are proceeding with the recommendations of Smith+Anderson for modifications to the MUA and cooling on the main floor. This has been delayed by issues replacing the drain pipes.

9.2 We are in the process of renovating the residential hallways to the design produced by McKinley Burkhart last year. JB Construction 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.

9.3 We have engaged the Wizards of Electrostatic Painting to paint the elevator doors. They will be following the work done by JB Construction. They will also be painting all of the metal doors and fire hose cabinets on each floor.

9.4 After the painting is complete we will be replacing the carpet on the residential floors. The carpet has been ordered and is available in the US. Prior to installing the carpet we will be installing black thresholds under the suite doors to transition between the suite flooring

and hallway carpet. Trial thresholds have been installed in two suites. We will be soon measuring every suite and making a custom fitting threshold for each suite.

9.5 Carpet 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.

9.6 We replaced the drain piping running above the main floor hallway. We are continuing with the project to replace failed drain pipes above the hallway, in the fourth floor ceiling space and in the parkade.

9.7 We have purchased a Luxer parcel management system which will be installed in the main floor hallway across from suite 111. This will minimize the need for parcels to be kept in the foyer by the security desk and for our staff to be involved in parcel distribution. It will tie into Rancho's resident database and send text or emails to residents who receive a package.

9.8 The storage fee for parcels not claimed from the Luxer storage was discussed. It was decided we would wait until we had some history with the storage before determining the amount of the fee and how long a parcel would have to be left before the fee would be charged.

9.9 The parcel locker will need power and an Internet connection. We are waiting on a delivery date.

10. Owner Renovations (Bob, Janan):

10.1 Jan 19, 2022 Plans received from unit 140 to modify the MUA system. Review deferred due to suite owner being in arrears and access issues. Plans will be reviewed once these issues have been resolved.

10.2 Jan 26, 2022 we were advised by Fountainhead they can no longer honour their proposal to provide and install toilet supply lines with steel nuts. The only current source is Amazon.

10.3 Feb 3, 2022 Request from unit 74 to install a storage unit in their parking stall. Approved Feb 6.

10.4 Feb 16, 2022 Request from unit 122 to renovate their kitchen. Currently under review.

10.5 Feb 23, 2022 Request from unit 74 to replace tiles and refinish their bathtub. Approved Feb 27.

11. Building Design Projects (Kathleen, Harrison):

11.1 The residential suite doors will be painted black. We are in the process of resolving the associated hardware for the doors (lock, peephole, knocker or doorbell, suite number).

11.2 A black trim piece will be installed at the bottom of the hallway mirrors. This will match the door and door frame and trim black paint.

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 court granted our request for dismissal. The owner of unit 38 is appealing the ruling. The appeal likely will be delayed until April 2022 or later.

12.2 We have applied 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. The owners of unit 22 have filed a complaint with the AHRC. A Master stayed our request to remove the dog until the AHRC rules. We are appealing the stay however this issue is no longer urgent as the dog has passed away.

12.3 We have been made aware that the JDR in the Westcor case will likely take place in early April.

13. Other (Committee of the Whole):

13.1 It was decided that we would put together a petition to our City Councillor to have the C-Train car covered in graffiti removed from the street in front of our building. Kathleen has drafted a petition for review.

13.2 We have received a letter from a second floor owner who is concerned over the way the second floor hallway is maintained and concerned that the second floor owners effectively pay higher condo fees than other owners. For reference the second floor hallway is not common property but a suite owned by the second floor owners in proportion to their ownership on the floor. This means they pay condo fees on the hallway and are responsible to maintain it. This was discussed and it was agreed the issue of a group of owners not being able to cooperate and manage their property was not a board issue. Also the second floor hallway being owned represents real property with real value. Bob to draft a response letter.

13.3 It was decided to defer discussion of the date for the next AGM.

14. Adjourned:

Meeting adjourned at 7:40pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM via Zoom)

20220328 Regular Board Meeting

20220425 Regular Board Meeting

20220523 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 2019-22 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 forms on the web site.
Residents can also directly email the 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.