WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
April 25, 2022

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Janan Tahir (Rancho Realty to 6:58), Patrick Payne (Abbas part time to 6:03)
Absent: Melissa Collins, Jules Wilkins, Kathleen Dinneen
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 Apr 6, 2022 Decision to accept the JB Construction bid for wainscotting residential hallways and to repaint the 5th floor with Scuf-X paint.
3.2 Apr 11, 2022 Decision to accept the JB Construction quote to demolish damaged walls in the shower and pool areas.
3.3 Apr 16, 2022 Motion by Rob seconded by Brenda to approve and post the February financial report. Motion carried Apr 17.
3.4 Apr 20, 2022 Motion by Bob seconded by Brenda to select the black Yale NexTouch sectional mortise lock with key cylinder, Accentra fob reader module, and black door plates with white suite numbers as the base standard lock for our residential door renovation. The locks, accessories and installation should be supplied by Zio Doors & Security. Motion carried Apr 21.
3.5 Apr 22, 2022 Motion by Bob seconded by Rob to approve the minutes of the Mar 28 board meeting and post them to the web site. Motion carried Apr 23.

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 DOL20220301 Toilet supply line leak from unit 61 into unit 55. All costs to unit 61. Owner had spray device attached to toilet supply line. Owner instructed to remove spray device.

Device removed but supply line is still leaking and possibly the toilet tank seal. Abbas to get quote from CKN for repairs.

4.2 DOL20220305 Leak from unit 127 shower into unit 125. No damages.

4.3 DOL20220321 Unit 63 sink overflow into unit 57. Owner fell asleep filling his bathroom sink. All costs to the owner of unit 63. Minor damage to unit 57. Abbas to get quote from CKN for repairs.

4.4 DOL20220321 Unit 73 bathtub leak into unit 67. Caulking around tub failed. All costs to owner of unit 73. Minor damage to unit 67. Abbas to get quote from CKN for repairs.

4.5 DOL20220326 Victaulic leak 2022. Damage in units 2, CP, 139, 1A. Containing leak for now. Continue to monitor.

4.6 DOL20220410 Fridge leak from unit 6 also damaging unit 5. Emergency response complete. Flooring and drywall damage in unit 5 minimal damage in unit 6. All costs to unit 6.

4.7 DOL20220421 Unit 103 tub drain leak into unot 97. Obtaining repair quote.

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 Apr 20. Next shutdown not scheduled.

5.3 Work is ongoing in the change rooms to repair the damaged walls and tiles. While opening the shower walls a significant amount of microbial growth was found. This is being remediated.

5.4 There appears to be a gas valve problem in the RBI boilers. We are investigating.

5.5 The main heat exchanger for heating the domestic water is leaking. We are obtaining quotes for repairs. We would also like to increase the capacity at the same time to minimize the temperature drop during times of high demand.

5.6 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 will be purchasing a spare unit.

5.7 Some heating issues reported in the 04/05 suites.

5.8 Abbas has started using a maintenance management package. This is a third party hosted package that they are now using with all the buildings they operate.

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

6.1 GST is current.

6.2 Arrears are currently about $17k.

6.3 Janan to investigate the account of unit 50. The account of unit 81 to be sent to legal for collection.

6.4 Rob to review the March financial statement.
6.5 The 2021 financial statements are sent to the auditor. We have received some questions to be addressed.
6.6 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.
6.7 Suite 503 is rented until the end of May 2023.

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 on June 11. Arrangements have been made for use of the Kerby parking lot.
7.2 Carpet cleaning last completed Dec 6. Next cleaning scheduled for June. We only need to clean floors 1, 3 and 4 this year as the residential floors will all have new carpet.
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 pick a weekend to have the bin at our loading dock. Need to coordinate with Katharine Jones regarding the other building projects in progress.
7.5 We have obtained bids for performing the 2022 reserve fund study and BEVA.
7.6 Motion by Harrison to use Entuitive for the reserve fund study and BEVA seconded by Brenda. Motion carried.

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 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. Bids have been received and discussions held with the low bidder.
9.2 Motion by Bob seconded by Harrison to award the main floor mechanical work to Chisholm. 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 are removing the wallpaper and moulding, repairing and resurfacing the walls and painting. This work is complete.

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. They will also be painting all of the metal doors and fire hose cabinets on each floor. This work is complete.

9.5 After the painting is complete we will be replacing the carpet on the residential floors. The carpet has been received and is being stored by the supplier. Installation of carpet is scheduled to start May 9. Prior to installing the carpet we will be installing black thresholds under the suite doors to transition between the suite flooring and hallway carpet. Installation of the thresholds is under way.

9.6 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 and their availability.

9.7 The residential suite doors will be painted black and have new locks installed, a peephole, a suite number and a doorbell.

9.8 We are continuing with the drain pipe replacement work. Harrison has mapped the sewage flow in the building. We will be starting at P1 and work our way up to floor 4. Much of the piping on the main floor has been replaced.

9.9 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.

9.10 We expect the pool area repairs to be in the neighbourhood of $100k. We are experiencing a lot of challenges in finding workers and materials for this project. We had originally selected sheet Formica for most of the repairs to wall exteriors. Also during a test fill of the pool and the hot tub we found the hot tub to be leaking. At this time we don't know how much of a problem that will be.

9.11 We have obtained a couple of quotes for the new security desk. We are reviewing the quotes and project timing.

10. Owner Renovations (Bob, Janan):

10.1 Jan 19, 2022, Mar 20, 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.

11. Building Design Projects (Kathleen, Harrison):

11.1 No items.

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 appealed the ruling. The appeal hearing upheld the previous ruling and awarded us $10k in costs. It is unclear if the owner will appeal this ruling.

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. The hearing is scheduled for May 10.

12.3 We have been made aware that the JDR in the Westcor case will likely take place in early April however this has not been confirmed. The JDR did not take place and we are not aware of any action being planned.

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 that has been approved by the board. Harrison to format then the petition to be left at the security desk.

14. Adjourned:

Meeting adjourned at 6:58pm.

Proposed Remaining Regular Meeting Schedule:
(Regular Board meetings are held at 5:30PM via Zoom)
20220530 Regular Board Meeting
20220627 Regular Board Meeting
20220725 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.