WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
May 30, 2022

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Jules Wilkins, Kathleen Dinneen, Janan Tahir (Rancho Realty to 6:50), Patrick Payne (Abbas part time to 5:59)
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 Apr 29, 2022 Decision have Fountainhead replace some of the damaged drain pipe on P1.
3.2 May 9, 2022 Decision to award repairs (framing and backing) to showers and pool area to JB Construction.
3.3 May 16, 2022 Decision to accept James Electric quote for spare heat exchanger circulation pump for 3rd floor mechanical room.
3.4 May 29, 2022 Motion by Bob seconded by Rob to approve the minutes of the Apr 25 board meeting and post them to the web site. Motion carried May 30.

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 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.

4.3 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.
4.4 DOL20220326 Victaulic leak 2022. Damage in many units. Containing leak for now. Continue to monitor.
4.5 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. Drywall repairs approved for unit 5 and owner handling flooring. No response from the owner of unit 6 with respect to their repairs.
4.6 DOL20220421 Unit 103 tub drain leak into unit 97. Obtaining repair quote.
4.7 DOL20220505 Unit 122 shower leak into unit 118. Repairs being handled between owners.
4.8 DOL20220509 Unit 62 toilet leak into unit 56. Unit 62 toilet shut off and owner told to repair before use. Later found unit 62 had been using their toilet without repairs and still damaging unit 56. We engaged Fountainhead to repair or replace the toilet. All costs to unit 62. Obtaining repair quote for unit 56.

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 May 20. Next shutdown not scheduled however we expect shutdowns to be more frequent than monthly as we replace failed horizontal drain lines.
5.3 There appears to be a gas valve problem in the RBI boilers. RBI is supplying replacement units at no cost. We will cover the cost of installation and any changes to the associated regulators.
5.4 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.
5.5 We are having supply chain issues in obtaining replacement windows and trim.

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

6.1 GST is current.
6.2 Arrears are currently about $21k.
6.3 The account of unit 81 has been sent to our lawyers for collection. Unit 81 owes money for a leak from their suite that damaged the suite below and they are refusing to pay.
6.4 There are a quite a few suites with small outstanding amounts for various reasons. It was decided that once a year, at the end of the year, we will send out a statement to each owner as to their account position.

6.5 Rob has reviewed the March financial statement and provided Rancho with a list of adjustments. Once that is done Rob will make a motion to approve the March and April statements.
6.6 The 2021 financial statements are sent to the auditor. We have received some questions which have been addressed.
6.7 Four of the lockers in the parkade are under lease.
6.8 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 6. 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 A dumpster was provided for resident use on the weekend of May 6.
7.5 Cancellation of the Shaw cable contract has been acknowledged and is effective the end of July.
7.6 Janan to find out the renewal date on the elevator contract.
7.7 Window washing to start June 13.
7.8 An exterior window of unit 128B was vandalized. The window was one installed by the owner. It is the owners responsibility to repair or replace the window.
7.9 A resident complained to the City expressing safety concerns about our elevator #1 door. The City requested the elevator be shut down until repaired. The elevator is safe and meets code. We had thyssenkrupp contact the City and explain and we were able to resume using the elevator.

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.
8.3 Unit 94 damaged their front door thresholds during a move. This will be repaired and charged back.
8.4 A complaint was received about 6 people living in unit 102 when our bylaws limit the number to 5 without approval. We are investigating.

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

9.1 We are replacing the carpet on the residential floors. 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 complete. We are in the process of installing the carpet and baseboards.

9.2 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.

9.3 Wainscotting has been installed on the 27th floor as a test of concept. We will be expanding to the remaining residential hallways based on availability of materials.

9.4 The residential suite doors will be painted black and have new locks installed, a peephole, a suite number and a doorbell. The locks have been ordered and we are in the process of obtaining owner preferences for their locks, door painting and viewers. We do not currently have an expected delivery date for the locks.

9.5 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.

9.6 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. Installation is June 15.

9.7 At this time we won't be charging storage fees for items in the lockers. We will be reviewing their contents every 8 days and removing items that have not been picked up for some time.

9.8 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. We have contacted 5 of the 7 approved installation contractors in Calgary and all declined to work on our project. We are looking for alternatives.

9.9 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.

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

9.11 Chisholm will be performing the main floor MUA and cooling work.

10. Owner Renovations (Bob, Janan):

10.1 Jan 19, 2022, Mar 20, 2022 Plans received from unit 140 to modify the MUA system. Owner to work with Abbas regarding re-use of ducting.

10.2 A second floor owner wants to repair the damages caused by the drain overflows. They do not need a renovation request to repair like for like. The only requirement is their contractor has to be approved.

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. The owner has decided to take the matter to the Alberta Court of Appeal which is the highest court in the province.

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 on May 10 lifted the stay and we will be requesting the money owed based on the fine which is about $16,500.

12.3 A letter was received from the lawyer for unit 75 demanding money for repairs needed in the suite due to a leak from the unit above. The owner of unit 75 has had their account credited with the money we believe is owed based on our insurance bylaw. Bob to draft a letter replying to the lawyer.

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.

13.2 Our Google Business account will no longer be free after June 27. We will be moving our email accounts to Ionos whom we currently use to host our web site. We don't use any of the other Google applications.

14. Adjourned:

Meeting adjourned at 6:50pm.

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