WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
November 20, 2017

Present: Reg Wamboldt (chair), Bob Boyd (minutes), Mona Jones, Susannah Mason (via audio conference), Daniel Gonzalez (via audio conference), Sandra Williams (Montgomery Ross), Patrick Payne (Abba's Maintenance – part time).
Absent: Lee Mills (vacation)
The meeting was held in the boardroom of suite 420

1. Call to order:

Meeting called to order at 5:41pm by Reg Wamboldt.

2. Changes to the Agenda:

Obsolete items will be removed during the discussion.
There were a number of ad-hoc changes made during the discussion.

3. Board Motions and Decisions Since The Last Monthly Meeting

3.1 October 25, 2017 Motion by Bob seconded by Mona to approve the minutes of the October 10 Board meeting and post them to the web site. Motion approved.
3.2 October 26, 2017 Motion by Susannah seconded by Mona to approve the September financial reports and post them to the web site. Motion approved.
3.3 November 15, 2017 Motion by Lee seconded by Susannah to approve the Entuitive Reserve Fund Study. Motion approved.
3.4 November 18, 2017 Motion by Bob seconded by Mona to approve the minutes of the November 13 Board meeting and post them to the web site. Motion approved.

4. Insurance (Led by Reg, Bob, Mona, Sandra Williams, Abbas)

4.1 Unit 118 bathroom leaking into the unit below. Unit 118 repaired leak. Ceiling of unit 114 to be repaired.
4.2 DOL 20170723 units 34, 27, 19. Unit 34 performed a renovation without an approved request and without using an approved plumber. They installed compression fittings which leaked and damaged their unit as well as units 27 and 19. Rebuild in progress.
4.3 DOL 20170623 units 4, 139, 4th floor hallway. Sink backup from obstruction in common piping. Emergency response complete. Rebuild by MDR in progress. Rebuild delayed as

unit 4 owner wishes to also do renovations for which a renovation request will need to be provided. Owner is unavailable to progress renovation request.

4.4 DOL 20161025 units 43, 37, 31. Contractor to unit 43 caused damage in removing tub cut water line. Considered negligence and the responsibility of contractor to repair. Repairs complete.

4.5 Unit 37 leaking sewer line and shower into unit 31. Unit 37 to repair. If repairs aren't performed promptly we will get Caon to repair and charge costs back to the Owner of unit 37. Repairs completed.

4.6 DOL 20170920 many units. Leaking Victaulic coupling in unit 66, 53. Rebuild in progress.

4.7 DOL 20171006 toilet line break in unit 12. Also affected units 4, 139, 133, 134, squash court, hallways on 6, 5, 4, 3, 1. Rebuild is in progress.

4.8 DOL 20171006 Unit 134 owner unhappy with building insurance procedures regarding betterments and improvements. Owner has been contacted by our property manager and insurance adjuster. Bob to review and respond to the Owner.

4.9 Abbas to provide incident reports for all insurance incidents.

5. Building Maintenance And Operations (Led by Bob, Mona)

Abbas provided their report to the Board. Abbas meets weekly with the Maintenance Committee Friday afternoons at 3PM and produces an action items report for the weekly review.

5.1 Last domestic water shutdown October 16. Another shutdown will be scheduled for November to address building and owner issues.

5.2 Annual generator test completed August 8. Next monthly test TBD. Generator testing is a lower priority and dates are set by Abbas based on work load. Most recent test failed on low coolant. Unit has been serviced and another test will be performed.

5.3 It was noted that there is undocumented sewer piping under the P4 slab some of which has failed. We have been performing mapping to understand how the piping is connected. We have received a quote to repair some of the piping. Because of the magnitude of the expense we will try to find another solution.

5.4 One cooling tower had to be shut down because of excessive noise. We will need to get the cooling towers serviced over the winter. Western Towers were in and inspected both cooling towers. We are awaiting their report.

5.5 The insurance issue that prevented Abbas from taking on the pool operator task has been resolved. Rob will be the pool operator of record.

5.6 We have obtained the necessary protective equipment for working with the pool chemicals. We have obtained sample bottles for weekly water testing. Rob will have to hand deliver these to the Sheldon Chumir health care facility every week.

5.7 There are issues with the sauna controls. We will investigate what changes might be required to get AHS approval.

5.8 The maintenance log books are in use but we need more books to cover all the equipment.

5.9 We will install kickstands on the loading dock doors as people seem to have difficulty operating the doors. We will be installing windows on the loading dock doors as a safety measure so people can see what is outside.

5.10 A question was received on the issue of rust on some of the balconies. We do not believe it represents a current danger.

5.11 The garbage chute door on the 9th floor was replaced. This was a test case which proved somewhat expensive and problematic. There is no current plan to replace any other garbage chute doors.

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

6.1 There are no changes required to the October financials. Susannah will send out email motion to approve the October financial reports.

6.2 GST is current.

6.3 Arrears stand at about $39k of which about $4k is still outstanding from the special assessment. All arrears, interest, caveats and demand letters are in progress. Interest charges at the rate of 18% are being applied to all outstanding amounts over $200.

6.4 Unit 39 was given to the end of the month to cover its outstanding amount.

6.5 Unit 104 has relapsed into arrears. The rent has been assigned to the Corporation.

6.6 We are expecting to be paid the outstanding amounts for unit 106. The fees are now being paid by a third party.

6.7 Three of the lockers in the parkade are under lease. Suite 503 is currently rented.

6.8 Bob provided an updated reserve fund cash flow projection.

6.9 Bob will provide a list of reserve fund projects and status for the budget package to be sent to the Owners.

6.10 The budget was approved and the minutes of the budget meeting have been approved. Some question on the format to be sent to Owners. Susannah to respond to Sandra with the format. Otherwise no comments to the letter to Owners.

6.11 Susannah will give the budget presentation to Owner on November 29. She is working out the technical details with the Kerby Centre. Lee will be the backup.

6.12 Susannah raised the issue of increased water consumption lately. It was noted that this summer we have done a lot more watering of our plants, there has been an above normal amount of cooling due to the hot summer and additional building fills. Situation needs to be monitored.

7. Building Management (Committee of the Whole):

Sandra provides a Property Managers report before each meeting.

7.1 Parkade cleaning last completed May 13 next date scheduled for Dec. 2. Kerby parking has been confirmed. We will address issues of stalls with garbage and other non-allowed items the day before the cleaning. The cleaners will identify any problem stalls (vehicles left or oil stains) to Sandra.

7.2 Window cleaning last completed May 5 next date expected to start October 17 weather dependent. Cleaning is in progress but there have been a lot of weather related delays.

7.3 Carpet cleaning last completed May 29 next date expected to be in December. That will mark the end of our current contract. We will consider alternatives for next year.

7.4 The composting bins are in place and operational. There has been some difficulties with pick ups. Bags must be of the compostable type or the bins will not be picked up. With the amount of material being recycled we may be able to reduce the pickups to once per week.

7.5 The wallpaper on the 5th floor is in pretty bad shape and is coming off the wall. The Clean Team removed a section of wallpaper and painted to validate the expected costs and results. After the bulkhead project is completed we will remove the rest of the wallpaper and paint the walls.

7.6 We have not had any action as yet from Concrete Innovations with respect to repair and reseal of the concrete at the front of the building. We will look into alternatives. Because of the weather there won't be anything done until next spring.

7.7 Gym treadmills need repairs. New unit has been repaired under warranty. Old treadmill to be replaced. We have received quotes and it was decided to purchase the full commercial grade unit (not the light commercial) but without all the upgraded functionality of the deluxe unit.

7.8 We should get a maintenance contract for our gym equipment. It was agreed that a quarterly maintenance visit was appropriate.

7.9 The new insurance with Hub is in place. Sandra will provide a copy of the insurance certificate for posting to the web site.

7.10 For some reason the AEDARSA annual elevator report was sent to our elevator consultant. Our log books are not up to date and there are other issues. Sandra to send the report to all Board members.

7.11 Sandra has been doing research into what might be needed for electric vehicles.

7.12 Sandra has made arrangements with Tru-Fit to repair the cracked windows in units 10 and 22.

7.13 Sandra to request full copy of the Reserve Fund Study from Entuitive.

8. Bylaws (Committee of the Whole):

8.1 The existing renovation sites appear to be in compliance with the bylaws and approved renovation requests other than unit 34 (see Insurance).

8.2 A request was made to our lawyer to determine if we could modify the wording of our bylaw with respect to betterments and improvements to make it less confusing. The response was we should rewrite our bylaws but we can clarify the betterments and improvements wording without going to the Owners.

8.3 Our building policy manual needs updating. Susannah will take on putting together new elevator use policies particularly around moves. Sandra to provide forms that are used at other buildings. It was also noted that most buildings require full time supervision of movers.

9. Building Mechanical Projects (Bob, Mona):

9.1 We are expecting to begin construction work on the elevators at the beginning of January. TK recently lost our project manager and will take a while to get going.

9.2 The security systems upgrade project is progressing slowly. We are still waiting on integration of the mechanical room doors as well as a number of clean up items. Parking overhead door still not integrated. New overhead door fobs to be distributed along with collection of outstanding fob fees and intercom phone numbers.

9.3 The pool re-opening project has suffered some problems with the mechanical equipment. We still need to make our submission to AHS.

9.4 The fire panel repair is complete and included all suites. All sign-offs have been received. We are now only waiting on the final project documentation.

9.5 Specifications for the hallway bulkheads to cover the fire system wiring and Telus fibre have been prepared. We have tentatively awarded the project to Cullum who are putting together a mock-up of the final design..

9.6 The LED lighting conversion is complete. Any further work will be under warranty.

9.7 We will hire Cambrian Condo Consulting to manage the parkade and post tensioned cable repairs planned for next year.

10. Building Design Projects (Lee, Susannah, Reg):

10.1 Design input to the elevator project is almost complete. Contract signed for the new interiors. Custom Elevator Interiors will be providing drawings and we will select colours.

10.2 Sandra has obtained quotes for new mats and we have samples. Lee and Sandra to make final selection. Mats have been ordered from the Mat Company and are expected by the end of the month.

11. Legal (Committee of the Whole):

11.1 Lawsuit against the Corporation by unit 38. Unit 38 also included unit 44. It was suggested by our lawyer that we include MDR which has been done.

11.2 Human Rights Commission complaint. Complaint sent to the regional director for a ruling as the documents filed by both parties are comprehensive. Regional director referred complaint to director who may end the proceeding or pass on to a tribunal. It was unclear how this might proceed and what we can tell the Owners. Bob to set up a meeting with our lawyer.

11.3 Bob, Reg and Mona met with our lawyer to discuss the HRC complaint. The complaint itself is a matter of public record and we can share the facts in the complaint with the Owners. Complaint #S2017/06/0092. It was decided to share the basic facts but not the name of the complainant. Should the complaint go to the tribunal the Owners and other affected people would be given an opportunity to testify or otherwise provide input.

11.4 The HRC complaint is against the Corporation on the protected area of “goods, services, accommodation or facilities” on the protected grounds of “mental disability”. The

complaint alleges that the complainant was discriminated against because the Board wouldn't allow the complainant to have a dog which provides benefits to the complainant's mental health. The complainant was aware of the bylaw prohibiting pets at the time the complainant purchased their unit in late 2014. A request for a dog was turned down by the Board early 2015 and again in 2017.

11.5 It is the Board's position that it does not have the legal authority to override the pet bylaw and that it is legally obligated to uphold the bylaw. It is also the Board's position that all Owners have agreed to the bylaw by definition. Many Owners have purchased here or live here because of the freedom from pets and the related allergies and other problems they bring. It would be a violation of their rights to grant the complainant their request.

12. Other (Committee of the Whole):

12.1 Mona will host the annual Christmas party on December 21. Motion by Mona seconded by Reg to have a budget of $500 for the party. Motion carried.

13. Adjourned:

Meeting adjourned at 7:45pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM in room 420.)
November 29, 2017 Town Hall 2018 Budget Meeting at Kerby Centre
January 8, 2018 Board Meeting
February 12, 2018 Board Meeting
March 19, 2018 Board Meeting
April 16, 2018 Board Meeting
April 25, 2018 Annual General Meeting at Kerby Centre

Officers of the Board:

President: Lee Mills
Vice President: Reg Wamboldt
Treasurer: Susannah Mason
Secretary: Bob Boyd

Committees:

Maintenance: Bob, Mona, Reg, Abbas
Design: Lee, Susannah, Reg, Bob, Mona, Margrit Mortensen, Kathleen Dineen
Insurance: Reg, Mona, Bob, Sandra

Contacting The Board:

The Board can be contacted through the Westmount Place web site at http://westmountplacecalgary.org/. Log in with your user name and navigate to under the Board Members 2017-2018 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 without logging in.
Residents can also directly email the Building Manager, Sandra Williams, at sandra.williams@montgomeryross.ca and request the email be sent to the Board.
Residents can also drop a letter off at the security desk addressed to the Westmount Place Board of Directors.