WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
January 08, 2018

Present: Reg Wamboldt (chair to 7pm left 7:40), Lee Mills (from 7pm), 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:
The meeting was held in the boardroom of suite 420

1. Call to order:

Meeting called to order at 5:38pm by Reg Wamboldt.

2. Changes to the Agenda:

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

3. Board Motions and Decisions Since The Last Monthly Meeting

3.1 November 20, 2017 Motion by Susannah seconded by Mona to approve the October financial reports and post them to the web site. Motion approved.
3.2 December 13, 2017 Motion by Bob seconded by Mona to give a Christmas gift to Magdi and Peter. Motion approved.
3.3 December 31, 2017 Motion by Bob seconded by Mona to approve the minutes of the October 16 Board meeting and post them to the web site. Motion approved.
3.4 January 01, 2018 Motion by Bob seconded by Mona to approve the minutes of the November 20 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 is mostly complete.
4.3 DOL 20170623 units 4, 139, 4th floor hallway. Sink backup from obstruction in common piping. Emergency response complete. Rebuild by MDR complete except for unit 4.

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 20170920 many units. Leaking Victaulic coupling in unit 66, 53. Rebuild mostly complete except for flooring issues in some suites.

4.5 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 mostly complete.

4.6 DOL 20180104 sink backup in unit 43 from plugged building stack. Also affected units 37, 31, 23. Emergency response in progress. Sandra to contact all affected Owners.

4.7 Letter received from Commercial Owners concerned that the definition of the base standard for Betterments and Improvements is disadvantageous to them. Bob and Lee to draft response for review by the rest of the Board. Sandra to notify the Owners that a response is coming.

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 November 29. Another shutdown will be scheduled for January 16 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.

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 have their report and a quote from Reggin to repair. Repairs to take place once the parts are available.

5.5 We will engage Fountainhead Plumbing to look at the issues with our steam rooms and saunas.

5.6 There is a leaking jet in the hot tub. We will be performing an investigation tomorrow.

5.7 Reggin has been asked to repair the boiler water pot feeders.

5.8 Calgary Lighting will be making repairs to the failed parkade lighting under warranty.

5.9 Kydrid will need 4 hours to repair the overhead door spring. Maintenance to schedule 10am to 2pm on a suitable day.

5.10 RBI boiler 2 that failed over the holidays has been repaired.

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

6.1 Susannah is reviewing the November financial reports.

6.2 GST is current. Under review for extra charges. CRA has stopped communicating with MRA. Susannah to handle.

6.3 Arrears stand at about $15k. 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 November to cover its outstanding amount. Still not paid. We are expecting payment this week.

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

6.6 Three of the lockers in the parkade are under lease. Suite 503 is currently rented but will be vacated at the end of the month. RLS is looking for a new tenant.

7. Building Management (Committee of the Whole):

Sandra provides a Property Managers report before each meeting.

7.1 Parkade cleaning last completed December 2 next date scheduled for May.

7.2 Window cleaning last completed November 2017 next date expected to start May 2018 weather dependent.

7.3 Carpet cleaning last completed May 29 next date expected to be at the end of January after the bulkhead project is complete.

7.4 Sandra to arrange with the clean Team for the cleaning of the new mats.

7.5 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. Sandra to follow up with Waste Management.

7.6 Gym treadmills need repairs. New unit has been repaired under warranty. A new treadmill has been ordered and the old treadmill will be removed.

7.7 For some reason the AEDARSA annual elevator report was sent to our elevator consultant. All deficiencies have been corrected.

7.8 Sandra is making arrangements to repair the cracked windows in units 10, 93, 107 and 22. Also the broken glass pane above the loading dock. We have received quotes for some windows and we should proceed with those without waiting for the remaining pricing.

7.9 Door control relays need repair in elevators 2 and 3. Repairs completed for elevator 3.

7.10 Slippery sidewalk signs have been ordered and will be placed at a number of locations around the building.

7.11 It was questioned whether we need a handicapped parking spot and sign at the front driveway. Sandra to check.

8. Bylaws (Committee of the Whole):

8.1 The existing renovation sites appear to be in compliance with the bylaws and approved renovation requests.

8.2 Owners and residents are reminded that smoking in any form is not allowed on the common property. This includes tobacco, cannabis and vaping. It is not acceptable for smoke within a suite to affect the common areas such as the hallways or another suite. This is considered a nuisance intrusion equivalent to excessive noise. It is also not acceptable to smoke in the parkade or to butt out cigarettes on the parkade floor.

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

8.4 There were 18 vehicles left in the parkade at the start of the December 2 parkade cleaning. $100 fines were given for each vehicle left. This represents an increase in vehicles compared to the last two cleanings.

9. Building Mechanical Projects (Bob, Mona):

9.1 We are expecting to begin construction work on the elevators at of January 22. We will start with elevator #2 which will be out of service until May. Elevator #1 will be next between May and September and the freight elevator will be last from September throughout the end of the year.

9.2 The security systems upgrade project is progressing. Most items are complete. The parkade overhead door is still not integrated and the visitor access panel is not functional. 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 and with leaks in the hot tub. We are working on resolving these issues. We still need to make our submission to AHS. We are still waiting for documentation from our contractors with information needed to prepare the AHS submission.

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 The bulkhead project is progressing well. We expect it to be completed around the end of January. Telus advised us that not all suites were prepped for fibre. We had them back and they were able to finish floors 12 to 27. They were unable to do the lower floors as the bulkheads had already been dry walled in. New installations in the lower floors will use their invisible wiring technology.

9.6 We have hired Cambrian Condo Consulting to manage the parkade and post tensioned cable repairs and are in the process of getting pricing. Some of the cables needing repair are in the main slab under the east exterior plaza which may cause problems and result in increased cost.

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

10.1 Design input to the elevator project is complete.

10.2 New mats have been received and installed. In some cases the parkade doors have been catching on the mats. We are working on a solution.

11. Legal (Committee of the Whole):

11.1 Lawsuit against the Corporation by unit 38. There hasn't been any significant progress over the last couple of months.

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.

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 No items.

13. Adjourned:

Meeting adjourned at 8:30pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM in room 420.)
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 Property 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.