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 12, 2018

Present: Lee Mills , Bob Boyd (minutes), Reg Wamboldt, 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 5:39pm by Lee Mills.

2. Changes to the Agenda:

Obsolete items will be removed during the discussion.

3. Board Motions and Decisions Since The Last Monthly Meeting

3.1 January 22, 2018 Motion by Susannah seconded by Mona to approve the November financial reports and post them to the web site. Motion approved.
3.2 January 23, 2018 Motion by Bob seconded by Mona to approve the minutes of the January 8 Board meeting and post them to the web site. Motion approved.
3.3 February 7, 2018 Motion by Susannah seconded by Mona to approve the December financial reports 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 has been provided. Renovation in progress.
4.4 DOL 20170920 many units. Leaking Victaulic coupling in unit 66, 53. Rebuild complete waiting on insurance cheque.

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 complete.

4.6 DOL 20180104 sink backup in unit 43 from plugged building stack. Also affected units 37, 31, 23. Rebuild in progress.

4.7 DOL 20180201 sewer backup into unit 138. Also affected units 1A and 1C. Emergency response in progress. Plumbers for unit 138 were clearing a blockage and they pushed it down the line to where it also blocked men's shower drain. They left without advising Westmount Place they had blocked the drain and left the toilet off in unit 138. Building Operations used the 4th floor shower to drain the domestic water lines which, because of the blockage, came out in unit 138 bathroom. Owner of unit 138 considered negligent for creating and leaving an unsafe situation and not advising Westmount Place.

4.8 DOL 20180209 leak into unit 131. Appears to be from bathroom of unit 1A. Abbas is investigating. Unit 1A to not use bathroom until resolved.

4.9 Letter received from Commercial Owners concerned that the definition of the base standard for Betterments and Improvements is disadvantageous to them. Bob and Lee drafted a response for review by the rest of the Board. Letter has been sent to Commercial Owners.

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 February 1. No currently scheduled shutdown for March.

5.2 Annual generator test completed August 8. Last monthly test February 9. Next monthly test TBD. Generator testing is a lower priority and dates are set by Abbas based on work load.

5.3 One cooling tower had to be shut down because of excessive noise. Tower has been repaired. There appears to be issues with the other tower which we are looking into.

5.4 We engaged Fountainhead Plumbing to look at the issues with our steam rooms and saunas. All now working.

5.5 There is a leaking jet in the hot tub. It was decided to not repair the leak and put a bucket underneath. We will monitor the situation once the hot tub is put back into operation.

5.6 Fountainhead repaired pool drain line which had been leaking into unit 141.

5.7 The boiler water pot feeders were repaired by Fountainhead.

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

5.9 Issues with doors not closing properly in the parkade. Issue around building air pressure. Abbas to look into better reclosers.

5.10 Sample locking handle installed on 9th floor garbage room doors. We have been unsuccessful using signs to prevent people putting garbage down the garbage chute when

there are problems or repairs in progress. This creates an unsafe condition. We are looking at putting locking handles on all garbage room doors.

5.11 Reggin to look at ignition issues with RBI boilers.

5.12 Laars 5 pump has been replaced.

5.13 Heating medium circulating pump has been repaired.

5.14 Kydrid did partial repair of overhead door. Need to come back to finish.

5.15 Abbas to sweep parkade which is collecting a lot of dirt these days.

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

6.1 Susannah is reviewing the January financial reports.

6.2 GST is current. Under review for extra charges. Payments have been sent and refund received. Susannah not on CRA list. Board registration resent.

6.3 Arrears stand at about $5k. 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. Motion by Lee and seconded by Reg to send a demand letter to the Owner of unit 39 if payment has not been received by February 13, 2018. Motion carried.

6.5 Three of the lockers in the parkade are under lease. Suite 503 has been rented. The board agreed to allow Telus to provide fibre optic service to 503 for the new tenant.

6.6 Motion by Reg and seconded by Mona to move the $100,000.00 in contingency funds collected in 2017 and not needed then to the Reserve Fund. Motion carried.

6.7 The 2017 financial audit is in progress.

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 targeted for the last weekend in 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 set for March 6.

7.4 Clean Team cleaning the new mats as required.

7.5 Sandra and Clean Team to look at additional cleaning needed for the parkade elevator lobbies and residential hallways.

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

7.7 Sandra and Abbas are making arrangements to repair the cracked windows in units 10, 93, 107 and 22. Also the broken glass pane above the loading dock.

7.8 Slippery sidewalk signs have been placed at a number of locations around the building.

7.9 It was questioned whether we need a handicapped parking spot and sign at the front driveway. Sandra checked and there is no identified requirement.

7.10 Riviera will be doing our annual fire system inspections beginning in November. There are some outstanding items (hoses, extinguishers) that need to be checked in February. Sandra to get a quote for this from Riviera.

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 Our building policy manual needs updating. Susannah will take on putting together new elevator use policies particularly around moves. Susannah provided a number of issues for discussion.

8.3 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. A few are still unpaid and their amenity access has be cut off.

9. Building Mechanical Projects (Bob, Mona):

9.1 We began construction work on the elevators on January 22. We started 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. Residents need to be aware that moves and renovations will be very problematic when the freight elevator is out of service. We are also trying to limit the amount of time the freight elevator is tied up for the duration of the project.

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. We are expecting to complete the overhead door this week and the visitor access panel in March. 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 and are expecting mechanical completion this week. 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. Installation of the security equipment for the pool area is in progress.

9.4 We are in the process of selecting a pool maintenance company. We have arranged for the concierge to do the daily pool testing on weekends and holidays. They still need to be trained.

9.5 The bulkhead project is complete.

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. We are expecting to begin work March or April to take advantage of contractor availability.

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

10.1 No items.

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 few 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 AHRC 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 AHRC 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 8:24pm.

Proposed Remaining Regular Meeting Schedule:

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

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 https://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.