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 28, 2019

Present: Mona Jones (chair), Bob Boyd (minutes), Brenda Edwards, Melissa Collins (to 6:40), Rob Parry, Sandra Williams (Montgomery Ross), Patrick Payne (Abba's Maintenance to 6:17).
Absent: Harrison Gallelli, Susannah Mason
The meeting was held in the boardroom of suite 420

1. Call to order:
Meeting called to order at 5:30pm by Mona Jones.

2. Changes to the Agenda:
Obsolete items to be removed during discussion.

3. Board Motions and Decisions Since The Last Monthly Meeting

3.1 December 20, 2018 Motion by Susannah seconded by Bob to approve the November financial reports and post them to the web site. Motion carried December 30.
3.2 December 7, 2018 Decision to approve All Kind Door quote to repair the sliding doors at the main entrance.
3.3 January 11, 2019 Decision to approve Goodbye Graffiti Ever-Clean program monthly fee.
3.4 Jan 21, 2019 Motion by Bob seconded by Rob to approve the minutes of the November 19, 2018 Board meeting and post them to the web site. Motion carried January 22.

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

4.1 There are a number of suites that have been affected by Victaulic coupling leaks including units 1A, 136, 8, 15, 27, 46, 59, 64, 65, 77. The couplings have been repaired and repairs to the suites are underway. Most are complete except for 2 ceilings. The repair costs will be coded to "self insured".
4.2 DOL 20181013. Sewer backup into units 4 and 12 also affected units 139, 1C and 1A. Complete except for unit 4 where Owner needs to get fixtures installed.
4.3 DOL 20181020 Sewer backup into unit 110. Also unit 111 which didn't suffer any damage. Rebuild complete. Signed waiver in place as Owner did not allow proper drying of unit.
4.4 DOL 20181021 toilet water supply line leak from unit 2 affecting units 140, 1A, 133 and the 5th floor hallway. Complete.
4.5 DOL 20181030 door on unit 69 destroyed by tenant. Unit has been sold. We have installed a temporary door for the new Owner and ordered a new door. We have requested the

Owner's solicitor retain $10,000 to cover our costs. Door has been received by installation contractor but need new hardware.

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

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 Jan 24. Next shutdown not scheduled.

5.2 Annual generator test completed Sept 12. Last test Jan 16 next test scheduled for Feb 13.

5.3 Abbas confirmed all mechanical logs are up to date and installed in their proper locations.

5.4 Pool testing is current.

5.5 Glass coverings in hot tub have been removed but not replaced as yet with something more appropriate. River City Pools to provide a fix.

5.6 The remote readout temperature sensors in the steam rooms have failed. Bob to purchase replacements. Abbas will find a way to better seal.

5.7 There are issues with the Laars 4 and 5 boilers. We have scavenged parts from 4 to keep 5 operational. Repairs complete.

5.8 There is a temperature control issue in unit 66. Abbas has been investigating and Climate Control has been helping. Harrison also working on the issue. Abbas has purchased some pneumatic test equipment. Problem appears to relate to high demand for air to the point our compressors are unable to keep up. Need to investigate where we are losing air.

5.9 We have arranged with Kydrid to raise the vehicle sensors on the outside of the overhead door as they are being interfered with by the snow piled there. At the same time they will shorten the time the door remains open.

5.10 Loading dock bumper guard to be installed this week.

5.11 Abbas meeting Wed with Waste Management about getting a lid covering for our outside bin.

5.12 A new vacuum cleaner has been purchased for use by the Clean Team.

5.13 The door between the elevator lobby and vestibule on P3 is damaged. This is probably a combination of a previous tenant and thyssenkrupp. We will repair the door once thyssenkrupp is finished with the elevator modernization.

5.14 Replacement for broken towel dispenser in exercise room has been ordered. Sandra to follow up.

5.15 Harrison has arranged for sample bulbs for the hallways to replace the failing bulbs.

5.16 It was decided to send a letter to all Owners requesting they install toilet supply lines with metal nuts after the recent failures of plastic nuts. The letters will advise Owners that they will be considered liable for damages caused by failed supply lines.

5.17 There is an issue with heating temperature control on the second floor. A thermostat in one unit controls the radiant heat to a number of units. Not everyone is comfortable at the same time. We do not consider this a Corporation problem as it relates to the way the original space was subdivided. It is up the to Owners to resolve.

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

6.1 GST is current.

6.2 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.

6.3 Payment has not yet been received from the Owner of unit 138. A demand letter was previously approved but hasn't been sent yet. Owner has promised an explanation for why he shouldn't have to pay the charge which is for a caveat and interest on monies owed the corporation. His insurance company had previously refused to pay the claim.

6.4 Unit 27 has an outstanding fine balance of $1900 relating to use of the suite for short term rentals. They have stopped short term rentals and now have a long term lease. We will continue to pursue collection.

6.5 Four of the lockers in the parkade are under lease. Suite 503 is rented.

7. Building Management (Committee of the Whole):

Sandra provides a Property Managers report before each meeting.

7.1 Parkade cleaning last completed November 24 next date in the spring possibly late May or June. The cleaners have run late the last two parkade cleanings. We will investigate alternatives.

7.2 Window cleaning last completed May 2018. Next cleaning in the spring possibly April.

7.3 Carpet cleaning last completed December next date not set.

7.4 Our contracts with MRA and the Commissionaires will be expiring soon.

7.5 Our concierge dry cleaning invoices include rental of cloths. Susannah to look into details and options.

7.6 Rob to investigate hiring of a third concierge staff member by the Corporation.

7.7 Signage (private property and tow zone) for loading dock area is on site and will be installed.

7.8 Owners have been notified of the need to enter every suite for the 2019 fire system inspection.

7.9 We have purchased a transporter chair as the unit carried in Ambulances is too large to be used in our small elevators. The chair folds down and is kept in the fire panel room.

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 Sandra to contact Owner regarding noise complaints about unit 6.

9. Building Mechanical Projects (Bob, Mona):

9.1 Thyssenkrupp provided a price to change the button colours. It was decided the price was too expensive so we will keep the red buttons.

9.2 The AEDARSA inspection of elevator #1 was completed. We installed the final interior, including ceiling, to avoid any inspection problems and re-inspection. A spare set of elevator pads was hemmed to the correct length and installed with temporary hooks to protect the interior until elevator #3 is completed.

9.3 Elevator #3 is being modernized. We expect this to be completed in late May or possibly June.

9.4 Thyssenkrupp invoicing has become very confusing. Thyssenkrupp and our elevator consultant to resolve. Also concerns over elevator interior change orders. Bob to investigate.

9.5 The flow limiting valves in the high rise domestic hot water system were installed during the water shutdown Jan 24 and are functioning as planned.

9.6 Two of the PT cables in the 5th floor slab have failed. We have engaged Burton and Entuitive to investigate.

10. Building Design Projects (Susannah, Harrison):

10.1 Design committee is working on options and budget for updating the vestibule ceiling.

10.2 Harrison is working on options and budget to repair the 15th floor hallway bulkheads. Need to be able to access valves. A design and quote have been approved and we are waiting on Cullum to perform the repairs.

10.3 The owners on the 27th floor have requested the hallway carpet be cleaned or replaced.

11. Legal (Committee of the Whole):

11.1 Westcor, the pool contractor, filed a statement of claim for the money they believe they are owed. We believe the amount owing to be substantially less than claimed by Westcor and the documentation provided so far is neither clear nor comprehensible and is not complete. We have filed our statement of defence. We are waiting for Westcor to file their Affidavit of Records.

11.2 The Owner of unit 122 has now decided to repair the sun room built on the deck. This is a change from his previous plan to remove the sun room. It was decided to turn the matter over to our lawyers. We will be requesting the Owner provide detailed design information.

12. Other (Committee of the Whole):

12.1 Work on the Owner communication policy by Susannah, Melissa, and Harrison is in progress.

12.2 Unit 127 requested permission to install a chair lift in the stairwell leading to his suite. It was decided to conditionally allow the installation as the stairwell only serves that suite. Bob to prepare list of conditions and response to the Owner.

12.3 We have been approached by Telus to allow installation of a small cell on the building exterior. Rental rate seems low. We will investigate.

13. Adjourned:

Meeting adjourned at 8:18pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM in room 420.)
February 25, 2019 Regular Board Meeting
March 25, 2019 Regular Board Meeting
April 25, 2019 Regular Board Meeting
May 1, 2019 Annual General Meeting at Kerby Centre at 7PM

Officers of the Board:

President: Mona Jones
Vice President: Brenda Edwards
Treasurer: Susannah Mason
Secretary: Bob Boyd

Committees:

Maintenance: Bob, Mona, Harrison, Abbas, Sandra
Design: Susannah, Harrison, Lee Mills, Margrit Mortensen, Kathleen Dineen
Insurance: Mona, Bob, Sandra
Landscaping: Kathleen Dineen, Lorraine Ellert

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 2018-19 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.