WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
April 22, 2019

Present: Mona Jones (chair)**,** Bob Boyd (minutes), Brenda Edwards, Melissa Collins, Rob Parry, Harrison Gallelli, Susannah Mason (from 5:39), 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 5:30pm by Mona Jones.

2. Changes to the Agenda:
Obsolete items to be removed during discussion.
Add change to the web site contact process.
Add discussion on complaint by the Clean Team
Add theft of cleaning supplies.

3. Board Motions and Decisions Since The Last Monthly Meeting

3.1 Apr 15, 2019 Motion by Brenda seconded by Rob to approve the minutes of the March 25, 2019 Board meeting and post them to the web site. Motion carried Apr 22 Bob opposed.

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

4.1 DOL 20190204 frozen sprinkler pipe and domestic water pipe in the men's change room and ladies change room. Affected units 1C, 1A, 141, 131, 134, 128B, 128C. Cold air entered through building exhaust system and new MUA duct in the men's room. MUA had tripped in the extreme cold. Rebuild complete except for electrical panel and cleanup in the locker areas.
4.2 DOL 20190209 a bleeder valve on the chilled water system in unit 86 leaked. Affected units 80, 74, 68, 62, 56, 50, 44, 38, 32. Cost will be covered by self-insurance. Rebuild complete.
4.3 DOL20190315 tub drain failure in unit 53 affected units 54, 48, 42,29. Determined that there was no negligence involved. Rebuild in progress for unit 29. Waiting on MDR rebuild quote for other units.
4.4 DOL20190318 drain failure in unit 32 affected units 32, 31, 23. Rebuild quote not clear as to this event and the event of DOL20190321. Requested clarification.

4.5 DOL20190321 failure of old plumbing work in unit 37. Affected units 38, 37, 32, 23. Some time in the past a plumbing repair was done in unit 37 using plastic piping and compression fittings. This has been leaking for some time. Plastic piping and compression fittings are not allowed however it is unclear when the repair work was done and what standard was acceptable at the time.

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

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

5.1 Last domestic water shutdown Mar 20. Next shutdown will be scheduled for April 25.

5.2 Annual generator test completed Sept 12. Last test Apr 17 next test scheduled for May 15.

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

5.4 Pool testing will resume when pool is back in operation. A sample has been taken from the pool and was passed by AHS. We will take a sample from the hot tub when it is repaired.

5.5 Glass coverings in hot tub have been removed but not replaced as yet with something more appropriate. Tile based replacements installed.

5.6 The remote readout temperature sensors in the steam rooms have failed. Bob has received replacements. Abbas installed and will test.

5.7 All issues with the pool which may be attributed to Westcor need to be written up as incident reports. The glycol lines feeding the condenser are leaking and need repair. During the recent freezing incident we discovered the supply air to the new pool MUA unit wasn't insulated. We are arranging for insulation to be installed.

5.8 There is a leak in a circulation line for the hot tub. River City Pools to repair.

5.9 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.

5.10 We are replacing the outside bin. The existing unit is a compactor type for which pickups are expensive. It doesn't have a lid and people from the building next door are using it for their garbage. The new unit will have a lockable lid and Waste Management will supply it at no cost in exchange for our old bin. Sandra has placed the order.

5.11 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. At the same time we will address the other doors in the parkade which have issues.

5.12 Harrison has arranged for sample bulbs for the hallways to replace the failing bulbs. We have selected a 75w equivalent LED globe style bulb as a replacement. Harrison is arranging to obtain the new bulbs. We have half now and expect the rest tomorrow.

5.13 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 addresses toilet supply

lines, fridge lines, garburators and humidifiers. Letter drafted and sent. Fountainhead has put together a proposal for installation of the toilet valves in the suites. We will post the notice and each suite Owner can make their own arrangements.

5.14 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. Letter drafted and reviewed and was sent to the affected Owners.

5.15 There is still an issue of graffiti ghosting on the pillar. Goodbye Graffiti is working on it.

5.16 During the long cold snap the temperature in P4 east has dropped below zero because of cold air coming in through the parkade exhaust. We are investigating option to prevent the sprinklers from freezing. We are looking at installing an additional unit heater.

5.17 The leaking bleeder valve in unit 81 has a temporary patch. We have found a way to repair without a complete cooling system drain. Repair completed.

5.18 The hydronic circulating pumps were repaired two weeks ago. Still have a leak that needs to be addressed.

5.19 Preventative maintenance on the cooling towers was completed Thursday by Climate Control. Abbas will continue with regular maintenance.

5.20 Cleaning of the drain/sewer stacks was discussed. This is a difficult problem which is currently with the maintenance committee.

5.21 A crack in the P3 slab was repaired that was allowing water to drip onto a vehicle.

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

6.1 GST is current.

6.2 We have the March financial report. Susannah to send out email to get approval.

6.3 Arrears stand at about $10k. 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 Four of the lockers in the parkade are under lease. Suite 503 is rented.

6.5 Financial information for 2018 is with the auditor. The auditor is still asking questions. Hopefully Susannah will meet with them this week. Sandra will hold off sending out the AGM announcement until we can confirm the audit will be completed in time.

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 will be May 4. The work was bid out and Komodo will be cleaning the parkade again. There were issues last cleaning with residents accessing the parkade during the cleaning. This is both a safety issue and

interferes with the cleaners. For the next cleaning we will disable resident entrance to the parkade.

7.2 Window cleaning last completed Apr 2019. No problems were reported.

7.3 Carpet cleaning last completed December next date not set.

7.4 We have the annual fire inspection report. The identified repairs are approved and in progress.

7.5 It was decided to hold the next dumpster weekend the weekend of April 27 which is just before the parkade cleaning. Bin has been booked.

7.6 It was noted that Waste Management sometimes leaves materials in front of the emergency exit doors in the loading dock. Sandra contacted them and explained the problem. Abbas to paint floor showing areas which must be kept clear. Floor has been painted and it seems to help.

7.7 Arrangements have been made for the AGM on May 8, 2019. Hailey O'Brien has been hired to take minutes. Sandra will send out the notices to Owners tomorrow pending confirmation the audit will be completed in time. Tomorrow is the deadline as we are required to provide two weeks notice.

7.8 We originally entered into a contract with Riviera Electric to handle the electrical work associated with the elevator project. That company failed last year part way through the work and was replaced by JPW Contracting. The original invoices were not paid until their legal status could be determined. This has now been resolved and the invoices paid.

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 It has been discovered that a resident has been taking cleaning supplies from the amenity areas. Their access to the amenity areas has been removed.

9. Building Mechanical Projects (Bob, Mona):

9.1 Elevator #3 is being modernized. There is currently a discussion regarding the fire system requirements for AEDARSA approval. This is delaying completion.

9.2 Thyssenkrupp invoicing has become very confusing. Thyssenkrupp and our elevator consultant to resolve. The project progress payments have been resolved and paid. There are still issues on payment of the maintenance contract.

9.3 Two of the PT cables in the 5th floor slab have failed. We have engaged Burton and Entuitive to investigate. The failure seems to be a mechanical failure at the same place as the previous cables failed. We met with Entuitive and decided the remaining strands can carry any reasonable load that would be place on the deck. This will be clarified in their 2019 PT report.

9.4 We are in the process of arranging for the 2019 post tensioned cable review and will be chipping additional access ports in the parkade.

9.5 The deck repair project is currently on hold until the repair of the sun room on the deck of unit 122 is completed.

10. Building Design Projects (Susannah, Harrison):

10.1 Design committee is working on options and budget for updating the vestibule ceiling. Harrison will be sending out a proposal to the Board.

10.2 Harrison is working on options and budget to repair the 15th floor hallway bulkheads. Need to be able to access valves. Repairs are complete and we will start on the 27th floor bulkheads.

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 have received Westcor's Affidavit of Records. We will be providing ours.

11.2 The Owner of unit 122 has now decided to remove the sun room built on the deck. The Owner has provided detailed design information and we are in the process of resolving the outstanding issues.

12. Other (Committee of the Whole):

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

12.2 Harrison has been working with the landscaping committee on revamping the planters this spring.

12.3 Work on irrigation for the planters was deferred though the winter. There are only two planters without drain access points. Harrison is working with Fountainhead on irrigation design.

12.4 Bob advised that the web site email contact to "Us" and "Building Manager" have been moved behind the secure access wall because of an excessive amount of spam. This leaves the phone numbers as the contact point for anyone without membership on the web site.

13. Adjourned:

Meeting adjourned at 8:00pm.

Proposed Remaining Regular Meeting Schedule:
(Regular Board meetings are held at 5:30PM in room 420.)
May 27, 2019 Regular Board Meeting (a change from the previous schedule)
TBA 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, Brenda, Abbas, Sandra
Design: Susannah, Harrison, Lee Mills, Margrit Mortensen, Kathleen Dineen
Insurance: Mona, Bob, Harrison, Brenda, Sandra
Landscaping: Harrison, 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.