WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
May 31, 2021

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Kathleen Dinneen, Jules Wilkins, Melissa Collins, Janan Tahir (Rancho Realty to 6:53), Robin Klimchuk (Abbas part time to 6:08)
Absent:
The meeting was held via video conference

1. Call to order:
Meeting called to order at 5:30pm by Harrison Gallelli

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

3. Board Motions and Decisions Since The Last Monthly Meeting

3.1 May 10, 2021 Decision to proceed with the 5th floor renovation scope previously approved in 2017.
3.2 May 17, 2021 Decision to remove the paper towel dispensers from the bathrooms owned by the Condominium Corporation and replace them with hot air hand dryers.
3.3 May 24, 2021 Motion by Bob seconded by Rob to approve the minutes of the April 26, 2021 Board meeting and post them to the web site. Motion carried May 25.
3.4 May 26, 2021 Decision to award replacement of outstanding damaged windows and steam shower doors to Alpine Glass.

4. Insurance (Led by Bob, Rancho, Abbas)
Note that as of January 1, 2020, per the revisions to the Condominium Property Act, the Owner is responsible for all damage caused by a water leak from their suite up to the insurance deductible. There is no longer a requirement to determine negligence.

4.1 DOL20210104 bathroom sink leak in unit 8 affecting units 8, 140, 137, 1A and 133. The shutoff valves in the suite were not functional and an emergency building water shutdown was required. The line to the sink was repaired on an emergency basis. All costs to unit 8 as the source of the water. The owner does not have insurance and the suite has not been occupied for over a year. Obtained rebuild quote from MDR. Abbas will provide second rebuild quote.
4.2 DOL20210104 residents of unit 62 opened their taps and plugged their sink during the emergency water shutdown. They left their sink in this state and when the water was

turned on the sink overflowed. Units affected are 62, 56, 50, 44. Emergency response complete. All costs to unit 62 as the source of the water. Also unit 62 is considered negligent. No damage to units 56 and 44. Have rebuild quote for unit 50. Unit 50 has a new owner who wants to renovate the unit and be reimbursed the cost of the water damage. Renovation of unit 50 is complete.

4.3 DOL20210117 leak in unit 11 affecting units 11, 3, 139, 1A. Washing machine was in use at the time and leak did not continue when the washing machine was turned off. Emergency response complete. All costs to unit 11 as the source of the water. Rebuild quote to units 11 and 3 approved excluding B&I. Rebuild of unit 3 in progress. The owner of unit 11 wishes to defer the rebuild until the tenant leaves.

4.4 DOL20210503 Unit 50 toilet valve leak into unit 44. Temporary compression fitting installed in unit 50 which will need to be properly repaired at the next building water shutdown.

4.5 DOL20210503 Unit 27 washing machine drain leak into units 11, 3, 2, 139. Drywall repairs required. All costs to unit 27 as the source of the water. Abbas to provide quote for repairs.

4.6 DOL20210517 Second floor bathroom drain overflow. Initially a plugged toilet with paper towels and the blue cloths (like J-cloths) like cleaners use. In attempting to clear the plug it was pushed down the line and the drain started overflowing with water from above. Affected main floor hallway, second floor hallway, units 141, 132, 131, 129C. Emergency response is complete. Second floor repairs are to betterments and improvements to be handled by the affected owners.

4.7 DOL20210517 Fourth floor drain overflow. Plugged toilets in commercial bathroom. Owner brought in non-approved plumber in the evening. Plug was pushed to the area of the men's locker room where sewage came out of the drain. This would not be noticeable to the plumber as the locker area is closed. Damage to the 4th and 3rd floors and unit 131 that reported the problem. All costs to the owner of the 4th floor commercial washrooms. Emergency response complete. Abbas to provide rebuild quote for the common areas and men's locker room.

4.8 DOL20210522 Humidifier leak in unit 81 causing damage to unit 75 particularly the engineered hardwood flooring. All costs to unit 81 as the source of the water. Additionally unit 81 is negligent as per the previous letter to owners with respect to the dangers posed by humidifiers connected to the building water supply. The flooring in unit 75 is considered a betterment and improvement and will need to be addressed by the owner or its insurance. Waiting on rebuild quote.

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

Abbas provided their report to the Board. Abbas meets weekly with the Maintenance Committee Monday afternoons at 1PM and produces an action items report for the weekly review.

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

5.2 Last domestic water shutdown Apr 21. Next shutdown is not planned.

5.3 Abbas following precautions with respect to COVID-19. Sanitizing mechanical rooms. Taking precautions entering suites such as asking the residents if they are in isolation and using face and hand protection. Limiting entry to suites where the issue is minor.

5.4 We have contracted JPW for the annual fire inspection. The inspection is complete and we have just received the report.

5.5 Harrison and Abbas have identified a number of small leaks in the ceiling area of the 4th floor. These are being repaired with each water shutdown.

5.6 Abbas are tracking water supply issues within suites. Some suites are experiencing hot water in the cold water lines. This may relate to the current high pressure in the lower DHW lines due to the failed PRV tree. We are still waiting on parts to replace the PRV tree.

5.7 Hand dryers for the corporation rest rooms are on order.

5.8 Bob and Harrison met with Modern Purair regarding cleaning of the vent stacks. There appears to be problems accessing all of the stacks and we may have to add access ports. We are also looking at cleaning all of the stacks this year not just the dryer vent stacks. This will include the stacks for the bathrooms and kitchen vents.

5.9 We are investigating replacing drain pipes on the main floor that may be passed their prime. It may be good timing while the ceiling is down on the main floor lobby.

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

6.1 GST was correct at the end of March as MRA will filed their final GST report to the CRA. The excess funds in the GST account has been transferred back to the operating account.

6.2 Arrears are currently unknown due to the change in accounting from MRA to Rancho and a number of owners have not updated their payment information.

6.3 It was decided to not charge interest on outstanding accounts during the transition period.

6.4 Motion by Jules seconded by Harrison to not charge interest on outstanding amounts from April 1, 2021 to June 30, 2021. Interest charges will start July 1, 2021. Motion carried.

6.5 Janan has been in contact with most of the suites who are behind on their fees. She could not contact two suite owners. Bob and Harrison to pay a personal visit to these suites.

6.6 Rob is looking into the accounting of the transition from MRA to Rancho.

6.7 Four of the lockers in the parkade are under lease.

6.8 Suite 503 is rented until the end of May 2022.

6.9 One motorcycle stall has been rented and we have an expression of interest in another.

7. Building Management (Committee of the Whole):

Rancho provides a Property Managers report before each meeting. A report was provided for this meeting by Janan.

7.1 Parkade cleaning last completed May 29. Next cleaning in the fall.

7.2 Window cleaning in progress. A heavy wind gust pushed a cleaner into a window on the 27th floor breaking the outer pane. Some damage on the 26th floor and a 20th floor balcony.
7.3 Carpet cleaning last completed December 9. Next cleaning scheduled for June 7.
7.4 Unit 109 has condensation in one window. Also we have the same issue with some of the windows in the pool area. We have hired Alpine Glass to replace the windows as well as fix a flashing in unit 2.
7.5 Bob and Janan to review the Contract Expire List and Yearly Planning Guide that Rancho includes with its monthly report.
7.6 It was noted that the current recycle signage supplied by Waste Management does not include bottles. We will investigate.

8. Bylaws (Committee of the Whole):

8.1 The existing renovation sites appear to be in compliance with the bylaws and approved renovation requests except as noted below.
8.2 We are still drafting the fine notice for unit 106 with respect to their improperly connected dryer to the building venting.
8.3 There were fines issued for 8 stalls relating to failure to remove their vehicle for the parkade cleaning May 29.
8.4 There are a couple of complaints with respect to the vehicle that parks into stall 8 extending too far into the driving lane. This is a large vehicle and a short stall with impaired access due to ducting. The owner had been advised in February this was a problem.
8.5 Motion by Bob seconded by Harrison to fine the owner of unit 50 the amount of $50.00 per day after a 10 day grace period for the owner to resolve the issue. Motion carried.
8.6 Unit 83 renter ran a cord from within his suite and tapped into the lamp socket outside his door. The tap was removed and the owner advised this behaviour is not acceptable.
8.7 We are aware that the purchaser of unit 22 has a dog. Janan has contacted this person advising them of the pet bylaw but has not received a response. Janan to contact this person again and advise them the dog is not permitted in Westmount Place.

9. Building Mechanical Projects (Bob, Harrison, Brenda):

9.1 We have engaged Katharine Jones to begin the lobby renovation project. This was accelerated due to the overflow of the second floor drain which destroyed the lobby ceiling. The first part of the work will be to review the MUA and cooling requirements for the main floor. We are in the process of hiring an engineering firm and have met with two potential candidates.
9.2 Harrison is looking into finishing the resurfacing of the 5th floor walls that was started a few years ago. Katharine Jones has been engaged. Painting to start tomorrow.

9.3 Harrison is looking into a flooring coating for the mechanical rooms on the 3rd and 29th floors. Katharine Jones and Burton have been engaged and the work is complete.

10. Owner Renovations (Bob, Theresa):

10.1 April 6, 2021 Query from unit 69 to replace a vanity. We requested a renovation form. Form received and approved May 6.

10.2 April 28, 2021 Renovation request from unit 65 to replace flooring and paint.

10.3 May 2, 2021 Renovation request from unit 3 to replace flooring damaged in flooding. Approved May 2.

10.4 May 5, 2021 Renovation request from unit 50 to replace kitchen cabinets. Approve May 14.

10.5 May 25, 2021 Request from unit 97 to replace shutoff valves. Approved May 25.

11. Building Design Projects (Kathleen, Harrison):

11.1 No activity.

12. Legal (Committee of the Whole):

12.1 It was decided to apply for dismissal of the legal action by Roger Lamy against the corporation. There has been no action that would progress this case since 2014 and it has not been progressible since 2017. Application for dismissal has been made.

13. Other (Committee of the Whole):

13.1 The amenities will remain closed as we cannot meet the provincial requirements for their opening. Janan provided copies of the approach other buildings are using with respect to their gym areas but we don't feel this would meet our situation.

13.2 With the potential for phase 3 opening soon it may be possible to open the Racquet courts, gym and billiards room. We have renovations that are required for the pool and locker areas that may delay their opening.

13.3 Because of the need for social distancing and current limitations on gathering sizes we cannot guarantee when the AGM can be held. With the potential removal of restrictions on gatherings we may be able to hold the AGM. Harrison to look into what might be needed.

14. Adjourned:

Meeting adjourned at 7:01pm.

Proposed Remaining Regular Meeting Schedule:
(Regular Board meetings are held at 5:30PM via Zoom)
20210628 Regular Board Meeting
TBD Annual General Meeting at Kerby Centre at 7PM

Officers of the Board:
President: Harrison Gallelli
Vice President: Brenda Edwards
Treasurer: Rob Parry
Secretary: Bob Boyd

Committees:
Maintenance: Bob, Harrison, Brenda, Abbas, Janan
Design: Kathleen, Harrison, Lee Mills, Margrit Mortensen
Insurance: Bob, Harrison, Brenda, Rancho
Communications: Melissa, Harrison
Landscaping: Kathleen, Lorraine Ellert
Social: Mona Jones

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 2019-20 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.
Residents can also directly email the Property Manager, Theresa Persihl, until March 31 and request the email be sent to the Board. After April 1 they can email the new Condominium Manager, Janan Tahir at jtahir@ranchogroup.com.
Residents can also drop a letter off at the security desk addressed to the Westmount Place Board of Directors.