WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
June 27, 2022

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Jules Wilkins (from 5:44), Kathleen Dinneen, Janan Tahir (Rancho Realty), Patrick Payne (Abbas part time to 5:44)
Absent: Melissa Collins
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 Jun 3, 2022 Motion by Rob seconded Jules to approve the March and April financial statements and post to the web site. Carried June 4.
3.2 Jun 3, 2022 Decision to repair and upgrade the 29th floor DHW heat exchanger.
3.3 Jun 6, 2022 Decision to perform an eddy current test on the chiller this fall.
3.4 Jun 10, 2022 Decision to drain the residential heating system due to excessive Victaulic leaks.
3.5 Jun 11, 2022 Decision to drain the commercial heating system due to excessive Victaulic leaks.
3.6 Jun 26, 2022 Motion by Bob seconded by Rob to approve the minutes of the May 30 board meeting and post them to the web site. Motion carried Jun 27.
3.7 Jun 27 Motion by Rob to approve the May financial report and post to the web site.

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 DOL20220301 Toilet supply line leak from unit 61 into unit 55. All costs to unit 61. Owner had spray device attached to toilet supply line. Owner instructed to remove spray device. Device removed. Abbas to get quote from CKN for repairs.

4.2 DOL20220321 Unit 63 sink overflow into unit 57. Owner fell asleep filling his bathroom sink. All costs to the owner of unit 63. Minor damage to unit 57. Abbas to get quote from CKN for repairs.

4.3 DOL20220321 Unit 73 bathtub leak into unit 67. Caulking around tub failed. All costs to owner of unit 73. Minor damage to unit 67. Abbas to get quote from CKN for repairs.

4.4 DOL20220326 Victaulic leak 2022. Damage in many units. Heating system shut down.

4.5 DOL20220410 Fridge leak from unit 6 also damaging unit 5. Emergency response complete. Flooring and drywall damage in unit 5 minimal damage in unit 6. All costs to unit 6. Drywall repairs approved for unit 5 and owner handling flooring. The owner of unit 6 performed their own repairs.

4.6 DOL20220509 Unit 62 toilet leak into unit 56. Unit 62 toilet shut off and owner told to repair before use. Later found unit 62 had been using their toilet without repairs and still damaging unit 56. We engaged Fountainhead to repair or replace the toilet. All costs to unit 62. Obtaining repair quote for unit 56.

4.7 DOL20220603 Unit 91 drain leak into unit 85. All costs to unit 91. Obtaining repair quote. Owner of unit 91 told to repair leak before tub can be used. No action so far.

4.8 DOL20220605 Air bleeder leak in unit 79. Damage to units 79, 73, 67, 61, 55. Costs to Condo Corp. Emergency response complete. Obtaining rebuild quotes.

4.9 DOL20220609 Unit 30 washing machine leak into unit 22. New washing machine and drain hose was not properly installed. All costs to unit 30. No Abbas report as yet.

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 2PM 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 May 25. Next shutdown Jun 29 and likely another mid-July as we continue to replace horizontal drain lines..

5.3 For the Jun 29 water shutdown we will have a restoration team on site to handle spills. We will be flushing all the toilets, sinks, and tubs tied to the riser being repaired to minimize water and waste issues.

5.4 We are having supply chain issues in obtaining replacement windows and trim.

5.5 With the heating system shutdown we decided to open the walls for one of the heating return risers all the way from floors 5 to 29. We found that the expansion loops and anchor points shown on the drawings do not exist in real life. It would appear a large part of the Victaulic coupling problems relate to lack of facility to handle thermal expansion of the piping.

5.6 We have been working with Fountainhead and Victaulic to develop a workable design to handle thermal expansion. We have decided to defer restarting the heating system until we can put something in place.

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

6.1 GST is current.
6.2 Arrears are currently about $22k.
6.3 The account of unit 81 has been sent to our lawyers for collection. Unit 81 owes money for a leak from their suite that damaged the suite below and they are refusing to pay. Janan to follow up with our lawyers as to the collection status.
6.4 Rancho to send letter to unit 72 regarding arrears and final notice to unit 36. Collection from unit 106 to be sent to our lawyers.
6.5 The May financial statement is out for email vote.
6.6 The audited 2021 statement has been received and will be sent out for email vote.
6.7 Four of the lockers in the parkade are under lease.
6.8 Suite 503 is rented until the end of May 2023.

7. Building Management (Committee of the Whole):

Rancho provides a Property Managers report before each meeting.

7.1 Parkade cleaning last completed June 11. Next cleaning Nov/Dec.
7.2 Carpet cleaning last completed June 6. Next cleaning scheduled for Dec.
7.3 Bob and Janan to review the Contract Expire List and Yearly Planning Guide that Rancho includes with its monthly report.
7.4 Cancellation of the Shaw cable contract has been acknowledged and is effective the end of July.
7.5 Window washing to start weather permitting.
7.6 The overhead door contract will be coming up for renewal in July and the insurance appraisal in August.

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 Jan 10, 2022 a complaint was received about excess noise originating in unit 12 possibly due to an improperly renovated floor. We are investigating.
8.3 A complaint was received about 6 people living in unit 102 when our bylaws limit the number to 5 without approval. We investigated and confirmed the suite has 6 occupants.
8.4 Motion by Jules seconded by Kathleen to require the tenants of unit 102 to vacate the building by the earlier of the end of September 2022 or the end of their current lease. Motion carried. Janan to advise the owner tomorrow.
8.5 The parkade cleaning on June 11 resulted in 8 fines for not removing the vehicle by 8am.

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

9.1 We have replaced the carpet on the residential floors. We are currently addressing a few deficiencies.

9.2 Carpet will be followed by doors, lighting and trim and accents. Timing of these items will depend on their priority among the other work going on and their availability.

9.3 Wainscotting has been installed on the 27th floor as a test of concept. We will be expanding to the remaining residential hallways based on availability of materials.

9.4 The residential suite doors will be painted black and have new locks installed, a peephole, a suite number and a doorbell. The locks have been ordered and we are in the process of obtaining owner preferences for their locks, door painting and viewers. We do not currently have an expected delivery date for the locks.

9.5 We are continuing with the drain pipe replacement work. Harrison has mapped the sewage flow in the building. We will be starting at P1 and work our way up to floor 4.

9.6 We have purchased a Luxer parcel management system which has been installed in the main floor hallway across from suite 111. We are currently working on integrating with Rancho's Yardi management software.

9.7 At this time we won't be charging storage fees for items in the lockers. We will be reviewing their contents every 8 days and removing items that have not been picked up for some time.

9.8 We expect the pool area repairs to be in the neighbourhood of $100k. We are experiencing a lot of challenges in finding workers and materials for this project. We had originally selected sheet Formica for most of the repairs to wall exteriors. We have contacted 5 of the 7 approved installation contractors in Calgary and all declined to work on our project. We are looking for alternatives.

9.9 During a test fill of the pool and the hot tub we found the hot tub to be leaking. At this time we don't know how much of a problem that will be.

9.10 We have obtained a couple of quotes for the new security desk. We are reviewing the quotes and project timing.

9.11 Chisholm will be performing the main floor MUA and cooling work. This is expect to start in July.

10. Owner Renovations (Bob, Janan):

10.1 Jan 19, 2022, Mar 20, 2022 Plans received from unit 140 to modify the MUA system. Owner to work with Abbas regarding re-use of ducting. Ducting does not appear as per drawings and may not be useful.

11. Building Design Projects (Kathleen, Harrison):

11.1 No items.

12. Legal (Committee of the Whole):

12.1 A letter was received from the lawyer for unit 75 demanding money for repairs needed in the suite due to a leak from the unit above. The owner of unit 75 has had their account credited with the money we believe is owed based on our insurance bylaw. Bob drafted a letter replying to the lawyer. There has been no response since.

13. Other (Committee of the Whole):

13.1 It was decided that we would put together a petition to our City Councillor to have the C-Train car covered in graffiti removed from the street in front of our building. Kathleen has drafted a petition that has been approved by the board. Harrison to format then the petition to be left at the security desk. Harrison met with the UofC.

13.2 Our Google Business account will no longer be free after June 27. We have moved our email accounts to Ionos whom we currently use to host our web site. We don't use any of the other Google applications and the Google account will be closed.

14. Adjourned:

Meeting adjourned at 7:00pm.

Proposed Remaining Regular Meeting Schedule:
(Regular Board meetings are held at 5:30PM via Zoom)
20220725 Regular Board Meeting
20220822 Regular Board Meeting
20220926 Regular Board Meeting

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 2019-22 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 forms on the web site.
Residents can also directly email the 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.