WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
July 25, 2022

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Jules Wilkins (from 5:44), Kathleen Dinneen, Janan Tahir (Rancho Realty), Keynan Payne (Abbas part time to 5:45)
Absent: Melissa Collins
The meeting was held via video conference

1. **Call to order:**
   Meeting called to order at 5:33pm 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 27, 2022 Motion by Rob seconded by Brenda to approve the May financial report and post to the web site. Motion carried Jun 29.
   3.2 Jun 29, 2022 Motion by Rob seconded by Brenda to approve the 2021 audit report and post to the web site. Motion carried Jun 29.
   3.3 July 6, 2022 Decision to engage Smith + Anderson to review the Victaulic riser expansion control design.
   3.4 July 20, 2022 Decision to renew the Kydrid overhead door maintenance contract for one year.
   3.5 July 24, 2022 Motion by Bob seconded by Brenda to approve the minutes of the June 27 board meeting and post to the web site. Motion carried July 24.

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. Quotes are being obtained from CKN and JB Construction 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. Quotes are being obtained from CKN and JB Construction 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. Quotes are being obtained from CKN and JB Construction for repairs.

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

4.5 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. Quotes are being obtained from CKN and JB Construction for repairs.

4.6 DOL20220603 Unit 91 drain leak into unit 85. All costs to unit 91. Quotes are being obtained from CKN and JB Construction for repairs. Owner of unit 91 told to repair leak before tub can be used.

4.7 DOL20220605 Air bleeder leak in unit 79. Damage to units 79, 73, 67, 61, 55. Costs to Condo Corp. Emergency response complete. Quotes are being obtained from CKN and JB Construction for repairs.

4.8 DOL20220609 Unit 30 washing machine leak into unit 22. New washing machine and drain hose was not properly installed. All costs to unit 30. It is unclear if there is any damage to unit 22. Abbas is investigating.

4.9 DOL20220630 Leak from unit 53 into unit 47 bathroom. Appears to be from water on the floor possibly from kids splashing. No damages.

4.10 DOL20220704 Unit 24 toilet overflow into units 16 and 140. Appears to be a plug in the common drain piping. All costs to the condo corporation. Emergency response is complete. Unclear if there is any damage.

4.11 DOL20220718 Unit 127 shower leak into unit 125 hood fan. Problem appears to be leaking around the shower. Unclear if there is damage in unit 125 but it was found to have an improperly installed hood fan and has been advised they must have a recirculating hood fan. Cost for damages to unit 127.

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 July 13. Next shutdown not scheduled but will likely include drain pipe repairs in unit 139.

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

5.4 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.

5.5 We have been working with Fountainhead, Victaulic and Smith + Anderson 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 or we get into the heating season. During this time the domestic hot water in floors 15 and lower will be lower than normal.

5.6 The refurbishment and upgrade to the heat exchanger on the 29th floor for the domestic hot water is scheduled for July 27.

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

6.1 GST is current.

6.2 Arrears are currently about $25k.

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 The collection of arrears from unit 106 was never sent to our lawyers as requested. It appears unit 106 has been sold so we will give it another month to clear the arrears. There is also a demand for repairs outstanding for unit 106. Should Rancho receive a request for an estoppel it will have to include both the arrears and demand for repairs along with a possible fine.

6.5 The June financial statement look good. Motion by Rob seconded by Kathleen to approve and upload to the web site. Motion carried.

6.6 We need to transfer $250k from the reserve fund to the reserve fund bank account to be able to make payments.

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 completed. We received a complaint about materials on some windows. This appears to be oil and grease from barbecues down the NE and SE sides of the building. Janan to arrange a special cleaning of this material and identification of the source suites. Costs of the cleaning to be charged back to the source suites.

7.6 We are expecting the Reserve Fund Study and BEVA to start in August.

7.7 In early July Patrick Payne left Abbas and Robin Klimchuk advised he will be leaving Abbas at the end of July. We were advised that Abbas is shutting down its business. Keynan Payne will be available to support Westmount Place during a transition period.

7.8 Harrison and Bob are searching for a replacement for Abbas Maintenance as our building operator. We are currently interviewing potential replacements. There will be a special board meeting in a couple of weeks to select our new building operator.

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 The board meeting of April 26, 2021 authorized a fine against unit 106 unless they corrected a renovation error where the dryer was connected to the wrong vent stack. Bob to draft letter advising unit 106 of the issue and fine if not corrected.

8.3 Jan 10, 2022 a complaint was received about excess noise originating in unit 12 possibly due to an improperly renovated floor. We are investigating.

8.4 June 30, July 10 and July 20 complaints of cigar smoke on floor 23. This has happened before. Janan to send letter to unit 110 advising them that smoke must be contained within their unit.

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

9.1 We have replaced the carpet on the residential floors. Carpet will be followed by wainscotting, doors, lighting and trim and accents. Timing of these items will depend on their priority among the other work going on and their availability.

9.2 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. Current expected delivery for the locks is August/September.

9.3 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.

9.4 We have purchased a Luxer parcel management system which has been installed in the main floor hallway across from suite 111.

9.5 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 but have changed to a larger format tile.

9.6 Chisholm will be performing the main floor MUA and cooling work. This was expect to start in July but is currently being redesigned to be easier to construct.

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.

10.2 July 7, 2022 Request from unit 23 to renovate their kitchen. Request approved July 19.

11. Building Design Projects (Kathleen, Harrison):

11.1 No items.

12. Legal (Committee of the Whole):

12.1 No items

13. Other (Committee of the Whole):

13.1 There have been 2 incidents over the last few weeks of vehicle stopping under the overhead door and suffering damages. Be advised there is a small blind spot just inside the door to where the safety sensor is installed. Also the door will reverse when striking something but it may be to late to prevent some damage. Damages to vehicles are the responsibility of the vehicle owner. Should the door be damaged the cost of repair will also be charged back. Residents are advised not to stop under the overhead door.

14. Adjourned:

Meeting adjourned at 6:40pm.

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