WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
August 22, 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/Fountainhead part time to 5:50)
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 July 29, 2022 Decision to keep the Shaw TV service in the gym and Internet service.
3.2 Aug 4, 2022 Decision to approve the Victaulic quote to calculate anchor loads in the heating system piping.
3.3 Aug 8, 2022 Decision to accept the IES quote to repair and upgrade the motor starters for the 3rd floor mechanical room domestic water pumps.
3.4 Aug 12, 2022 Special board meeting attended by all board members except Melissa. Meeting via video conference start 5:33pm end 6:42pm. Motion by Harrison seconded by Bob to enter into a building operator agreement with Fountainhead Mechanical contingent on successful negotiation of an acceptable contract. Motion carried.
3.5 Aug 15, 2022 Decision to proceed with JPW Fire making recommended repairs from the 2022 fire inspection report.
3.6 Aug 21, 2022 Decision to accept the operator contract with Fountainhead Mechanical.
3.7 Aug 21, 2022 Motion by Bob seconded Brenda to approve the minutes of the July 25, 2022 board meeting and post them to the web site. Motion carried Aug 21.

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.

Due to the time it seems to be taking to obtain rebuild quotes, it was decided to only give bidders 7 days to respond to a request for quote.

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. CKN quote approved.

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. CKN rebuild quote approved.

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 leaks in 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. CKN rebuild quote approved.

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. JBC rebuild quote approved.

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. No damages.

4.9 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. Obtaining repair quotes.

4.10 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.

4.11 DOL20220802 Unit 63 guest washroom sink overflow into unit 57. No damages. It was decided to change the renovation rules to require bathroom sinks to have an overflow for all new bathroom sinks as there have been a number of bathroom sink overflows in the past couple of years.

4.12 DOL20220822 Unit 53 bathroom leak into unit 47. Emergency response is under way. This has happened a few times in the past few months due to bathing of children. All costs to unit 53. See also the section on bylaws.

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

Fountainhead provided their report to the Board. Fountainhead 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 The refurbishment and upgrade to the heat exchanger on the 29th floor for the domestic hot water scheduled for July 27 was completed.
5.5 Aug 2, 2022 received request from unit 50 to pay costs related to servicing their drain. Denied as it was an in-suite issue.
5.6 RBI 2 has been tripping of late. We will have Fountainhead look at the problem.
5.7 Keynan to get someone to look at the loose flashing on unit 107 balcony.
5.8 Keynan to get rid of the loose materials on the 29th floor deck. We are in the process of cleaning up the mechanical rooms.

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

6.1 GST is current.
6.2 Arrears are currently about $33k. There was some question as to whether the 18% interest was being charged on outstanding assessments. Janan to investigate.
6.3 Letters regarding outstanding amount to be sent to units 68, 72, and 36. Unit 7 to be advised the amount owning is now due.
6.4 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.
6.5 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.
6.6 We are waiting on receiving the July financial statement.
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 We are expecting the Reserve Fund Study and BEVA to start in August. We have received the BEVA report and the RFS is ongoing.
7.5 We received a Divcon contract for 2022 for the landscaping work. It is unclear if Divcon will be doing the winter snow removal and the landscaping in 2023. Janan to reach out to Divcon on their status.

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 drafted letter advising unit 106 of the issue and fine if not corrected. Letter sent to the owner of unit 106 on July 27 giving them until the end of August to correct their dryer vent connection.
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 August 22, 2022 there have been multiple occurrences of water from unit 53 entering unit 47 which unit 53 was bathing children. Motion by Bob seconded by Harrison to fine unit 53 the amount of $250.00 per instance for any future incidents. Motion carried. In addition unit 53 will be responsible for all direct costs.

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

9.1 Work is continuing with the installation of wainscotting on the residential floors.
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. 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 expected to start in July but is currently being redesigned to be easier to construct. We are waiting on updated delivery and schedule information.

9.7 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.

9.8 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.

9.9 The R2 heating riser was opened from floor 5 to 28 leaving a large hole in many suites. These holes need to remain open until the riser is repaired and we can confirm it is not leaking.

10. Owner Renovations (Bob, Janan):

10.1 It was decided to change the renovation rules to require bathroom sinks to have an overflow for all new bathroom sinks as there have been a number of bathroom sink overflows in the past couple of years.

10.2 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.

10.3 July 28, 2022 Received request for renovations from unit 93. No description. Requested further information.

10.4 Aug 11, 2022 Received request for renovations from unit 11. Request was about flooring but otherwise unclear. Requested further information.

10.5 Aug 17, 2022 Received request from unit 83 to put a storage locker in their parking stall. Approved.

11. Building Design Projects (Kathleen, Harrison):

11.1 No items.

12. Legal (Committee of the Whole):

12.1 A letter from the lawyer for unit 125 was received July 27. Bob prepared a response which was sent Aug 2.

12.2 A hearing on our fine to unit 22 for keeping a dog in the building is scheduled for Aug 26.

13. Other (Committee of the Whole):

13.1 No Items.

14. Adjourned:

Meeting adjourned at 6:54pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM via Zoom)
20220926 Regular Board Meeting
20221024 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.