WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
September 26, 2022

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry (to 6:37), Kathleen Dinneen, Janan Tahir (Rancho Realty), Keynan Payne (Abbas/Fountainhead part time to 6:40)
Absent: Melissa Collins, Jules Wilkins
The meeting was held via video conference

1. Call to order:

Meeting called to order at 5:31pm 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 Aug 30, 2022 Decision to clean the dryer vent stacks.
3.2 Aug31, 2022 Motion by Rob seconded by Bob to approve the July financial report and post to the web site. Motion carried Sept 3.
3.3 Sept 8, 2022 Decision to increase the scope of our contract with the Commissionaires to include one day concierge.
3.4 Sept 19, 2022 Decision to approve the Fountainhead quote to perform the annual PM on the boilers.
3.5 Sept 20, 2022 Decision to approve the JBC quote to frame the lobby areas as needed for the ventilation work and the area around the Luxer package system.
3.6 Sept 21, 2022 Decision to approve Fountainhead quote to replace the Victaulic couplings above the lobby with screwed couplings.
3.7 Sept 25, 2022 Motion by Bob seconded Brenda to approve the minutes of the Aug 22 board meeting and post to the web site. Motion carried Sept 26.

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. CKN quote approved. Work is complete.

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. Work is complete.

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. No action so far. 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. Work complete in unit 67.

4.8 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. CKN awarded rebuild and work is complete.

4.9 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. Hood fan is now gone.

4.10 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. Rebuild awarded to CKN.

4.11 DOL20220904 Unit 41 tub drain leak into unit 35. All costs to unit 41. Unit 41 drain repaired. Obtaining quote to repair unit 35.

4.12 DOL20220918 Unit 68 shower overflowed into unit 62. Emergency response complete. All costs to unit 68.

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 Fountainhead confirmed all mechanical logs are up to date and installed in their proper locations.
5.2 Last domestic water shutdown July 13. Next scheduled for Sept 28 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 RBI 2 has been tripping of late. We will have Fountainhead look at the problem. Repairs deferred until annual boiler PM as we are unable to do a performance test at this time.
5.5 Window in unit 52 replaced as well as trim on window for unit 95.
5.6 MUA glycol system repaired and filled.
5.7 Harrison to purchase hallway light bulbs.

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

6.1 GST is current.
6.2 Arrears are currently about $35k. There was some question as to whether the 18% interest was being charged on outstanding assessments. Janan confirmed it is being charged.
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 to be sent to our lawyers. Janan to obtain a copy of the title.
6.5 Janan to provide a status update on the unit 68 arrears tomorrow. Also look into the status of the arrears for units 85, 27.
6.6 Accounting looking into the arrears for unit 69 which has been sold.
6.7 Bob to review letter to be sent to unit 36.
6.8 We were awarded costs of $10k for the legal action brought by unit 38. Bob to instruct our lawyer to obtain a judgment.
6.9 We are waiting on updates to the August financial statement and to receiving the National Bank statement.
6.10 Janan to provide the first draft of the 2023 budget on Oct 14 and the budget review meeting will be held Oct 14 at 5:30pm in the board room.
6.11 Four of the lockers in the parkade are under lease.
6.12 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 The Reserve Fund Study and BEVA started in August. We have received the BEVA report and the RFS is ongoing.
7.5 We received quotes for snow removal as our current snow removal company will not be doing this in 2022/3. The quotes received are much higher than we currently pay and we are reviewing.
7.6 We have received a quote from Gallagher for our 2022/3 insurance renewal. We have asked for other quotes from BFL and Hub but it is unclear their status.
7.7 Motion by Bob seconded by Rob to accept the Gallagher insurance quote. Motion carried.
7.8 Window cleaning will be scheduled for October.
7.9 Harrison to work with security on training for the Luxer package system.

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. The connection was not corrected and we are now fining them $100/wk starting Sept 20.
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 Unit 101 hung paintings on the 21st floor walls without obtaining permission. Janan to send a letter to unit 101 requiring removal of the paintings within 10 days. We are obtaining a quote to repair the walls which will be charged back.
8.5 Sept 18, 2022 unit 110 caused considerable noise. Upon investigation it was found they hung a projector and screen from the slab. Janan to send a letter to the owner advising them drilling into the slab is not allowed. We will scan the slab for damages and all costs will be charged back to the owner.

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 received. As the door repairs are to be

done by the same crew doing the wainscotting we will be delaying the door work until the wainscotting is complete.

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 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.

9.5 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.

9.6 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.

9.7 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.

9.8 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.

9.9 We have ordered materials for the R2 riser and other repairs but supply chain issues are proving problematic.

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. We met with the owner Sept 14 and advised that we needed a formal renovation request to approve.

10.2 July 28, 2022 Received request for renovations from unit 93. No description. Requested further information. Scope is to replace toilets, paint and wallpaper, create pantry, replace sink and tile in guest bathroom. Approved Sept 13.

10.3 Aug 11, 2022 Received request for renovations from unit 11. Request was about flooring but otherwise unclear. Requested further information. Scope is to replace flooring in bedrooms and living area. Approved Sept 15.

10.4 Sept 12, 2022 Received request from unit 83 to replace bathroom tub. Approved Sept 14.

10.5 Sept 26, 2022 Received request from unit 45 to replace washing machine valves and a toilet. Partial approval Sept 26.

11. Building Design Projects (Kathleen, Harrison):

11.1 No items.

12. Legal (Committee of the Whole):

12.1 A hearing on our fine to unit 22 for keeping a dog in the building was scheduled for Aug 26. We were awarded a fine (less than requested) and client solicitor costs. A meeting with AHRC mediator is scheduled for tomorrow.

13. Other (Committee of the Whole):

13.1 No Items.

14. Adjourned:

Meeting adjourned at 7:11pm.

Proposed Remaining Regular Meeting Schedule:
(Regular Board meetings are held at 5:30PM via Zoom)
20221031 Regular Board Meeting
20221128 Regular Board Meeting
20221205 AGM Kerby Centre at 7pm
20221212 Irregular Board Meeting
20230130 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.