WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
November 28, 2022

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Rob Parry, Kathleen Dinneen, Jules Wilkins, Janan Tahir (Rancho Realty), Keynan Payne (Fountainhead part time to 5:54)
Absent: Melissa Collins
The meeting was held via video conference

1. Call to order:
Meeting called to order at 5:35pm 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 Nov 4. 2022 Decision to cancel the fall window cleaning because of weather.
3.2 Nov 4, 2022 decision to hire Cambrian Condo Consulting to manage suite repairs from the Victaulic project.
3.3 Nov 8, 2022 Motion by Harrison seconded Kathleen to hire Decca Design to design the new security desk. Motion carried Nov 10.
3.4 Nov 15, 2022 Decision to hire Fountainhead to install permanent drain facilities for the domestic water piping.
3.5 Nov 21, 2022 Decision to award the temporary repair work relating to the R2 riser to JB Construction
3.6 Nov 27, 2022 Decision to award the repair of the Laars 6 boiler to Fountainhead.
3.7 Nov 27, 2022 Motion by Bob seconded Kathleen to approve the minutes of the October 31 board meeting and post to the web site. Motion carried Nov 28.

4. Insurance (Led by Bob, Rancho, Fountainhead)

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 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. There were two repairs in unit 67 and it appears the damage from this event was not quoted. Keynan to confirm and arrange for a new quote.

4.2 DOL20220326 Victaulic leaks in 2022. Damage in many units. Cambrian Condo Consulting has been hired to manage the in-suite repairs. Walls opened for access to the R2 riser will get a temporary repair as we will be opening them next year to install the new components to manage thermal expansion. Temporary repair to consist of sound deadening insulation and MDF cover painted wall colour. We expect the paint will still be usable for the final repair. The other suites will be a drywall repair per our insurable standard.

4.3 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. Work is complete.

4.4 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. JB is scheduling. Keynan to follow up. If the work cannot be completed promptly we will award to another contractor.

4.5 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 in unit 24. Work in unit 16 to be re-quoted.

4.6 DOL20220904 Unit 41 tub drain leak into unit 35. All costs to unit 41. Unit 41 drain repaired. Obtaining quote to repair unit 35. Quote approved and work iis complete.

4.7 DOL20220918 Unit 68 shower overflowed into unit 62. Emergency response complete. All costs to unit 68. Rebuild quote approved.

4.8 DOL20221001 Appliance movers working for unit 63 damaged flooring in front of elevator #3 on the main floor. All costs to unit 63. Cambrian Condo Consulting engaged to find a repair.

4.9 DOL20221118 Unit 120 drain leak into unit 116. No Damage. Unit 120 to repair the seal around their shower drain.

4.10 DOL20221118 cooling tower leak into unit 127. No need for repairs in unit 127. Cooling tower leak repaired today.

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 installed in their proper locations but some need updating.

5.2 Last domestic water shutdown Nov 9. Next not scheduled.
5.3 An eddy current test was completed on the chiller.
5.4 We are in the process of cleaning the pool area and getting it re-certified by AHS.
5.5 The chiller has been down for repairs to the sump fill mechanism. It is now up and running.

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

6.1 GST is current.
6.2 Arrears are currently about $20k.
6.3 Janan to confirm we have received an arrears cheque from unit 85. If all letters have been sent to unit 141 then send their file to legal for collection. Janan to check with accounting regarding arrears for unit 116.
6.4 Rob is reviewing the October financial report. A few corrections will be needed and then he will send it out for approval.
6.5 When owners have concerns about charge backs the correct process is to provide a written summary of their concern to Janan and the board.
6.6 Four of the lockers in the parkade are under lease.
6.7 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 Jan 7.
7.2 Carpet cleaning last completed June 6. Next cleaning scheduled for Dec.
7.3 The Reserve Fund Study and BEVA started in August. We have received the BEVA report. We have received a draft of the RFS. Bob and Harrison reviewing.
7.4 Our contract with Waste Connections will expire at the end of January. Janan to obtain quote.
7.5 Janan to look into Divcon landscaping contract for 2023.
7.6 Arrangements have been made for the AGM on Dec 5, 2022. Janan to confirm the project is available.

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 20221118 Unit 36 brought an unapproved plumber into the building after being told by security this was not allowed. We will be inspecting the plumbing in unit 36 and the costs of the inspection will be charged back to them. Amenity access will be cut off until this has been completed.

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. The work is mostly finished and we are hoping for AHS approval in early December.

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. An access hole has been cut in the ventilation shaft. Work is ongoing installing the air handling facilities.

10. Owner Renovations (Bob, Janan):

10.1 20221110 Renovation request from unit 45 to paint kitchen cupboards, interior doors and baseboards. Approved Nov 13.

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 was an incident in which a contractor working for Westmount Place was physically assaulted by the resident while working in a suite. This behaviour is totally unacceptable. Motion by Harrison seconded by Brenda to use at least two people when accessing the suite. This may include a security guard hired for the purpose or the use of the building security guard in case of emergency. Any additional costs to provide this security shall be charged back to the owner. Motion carried. The owner was provided a letter to this effect.

13.2 Harrison to look for volunteers for a Christmas social evening. No volunteers.

14. Adjourned:

Meeting adjourned at 6:54pm.

Proposed Remaining Regular Meeting Schedule:

(Regular Board meetings are held at 5:30PM via Zoom)
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, Fountainhead, Janan (Rancho)
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.