WESTMOUNT PLACE

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

Minutes of Meeting of the Board of Directors
January 30, 2023

Present: Harrison Gallelli (chair)**,** Bob Boyd (minutes), Brenda Edwards, Kathleen Dinneen, Jules Wilkins, Madeline Pearce, Janan Tahir (Rancho Realty), Keynan Payne (Fountainhead part time to 6:19)
Absent: Rob Parry
The meeting was held via video conference

1. Call to order:
Meeting called to order at 5:34pm 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 29. 2022 Decision to re-felt the snooker table.
3.2 Dec 7, 2022 Decision to renew the Divcon landscaping maintenance contract for 2023
3.3 Jan 14, 2023 Motion by Rob sec Brenda to approve and post the November financial statement. Motion carried Jan 15.
3.4 Jan 16, 2023 Decision to replace the unit heater in the cooling tower sump room
3.5 Jan 23, 2023 Decision to renew the Genetec software maintenance agreement
3.6 Jan 29, 2023 Motion by Bob seconded by Brenda to approve the minutes of the Dec 12, 2022 board meeting and post. Motion carried Jan 29.

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. The work was awarded to CKN and is now complete.

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 is complete and repairs in other units are in progress.

4.3 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. Work is complete.

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

4.5 DOL20221130 Unit 62 toilet overflow into unit 56. Owner kept flushing toilet even though it was overflowing flooding bathroom. All costs to unit 62. Emergency response complete. Keynan to get quote to repair unit 56.

4.6 DOL20221208 Unit 91 sink leak. Fixture isolation leaking water into suite. Property manager for the suite brought in non-approved company for the emergency response. Response did not adequately address the problem so we brought in MDR. Emergency response is complete. Property manager will arrange rebuild. All costs to unit 91. Keynan to check if repair is complete.

4.7 DOL20221220 Pool overflowed when being filled. Damage to stairwell and unit 141. Emergency response complete and rebuild is in progress.

4.8 DOL20230104 Unit 63 leak into unit 57. Resident forgot water was on and overflowed the bathroom sink. All costs to unit 63. Emergency response complete. No damage requiring rebuild.

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 scheduled for Feb 8.

5.3 We are in the process of cleaning the pool area and getting it re-certified by AHS. New drain information will have to be resubmitted. There are small leaks from both the pool and hot tub. We are looking into repairs.

5.4 We will be doing some door repairs/modifications to try and minimize the stack effect in the building during cold weather.

5.5 There is a problem with the bricks on the main planter due to failure of the City sidewalk. We are looking into repairs.

5.6 There is a piece of glass at the bottom of the pool stairwell that is a hazard. Keynan to remove.
5.7 Fountainhead will be using a maintenance software program to help manage our building. Keynan is in the process of entering our equipment list into the software.

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

6.1 GST is current.
6.2 Arrears are currently about $27k.
6.3 Janan to check with our lawyers on the status of the collection from unit 81.
6.4 The December financial report is available for board members approval.
6.5 Janan to check with C&E LLP on the status of the 2022 audit.
6.6 The son and heir of unit 116 has been in contact with Janan and the outstanding balance is being resolved.
6.7 Janan to provide a statement of account to unit 127.
6.8 Four of the lockers in the parkade are under lease.
6.9 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 Jan 11. Next cleaning May/June.
7.2 Carpet cleaning last completed December. Next cleaning scheduled for June.
7.3 The Reserve Fund Study and BEVA started in August. We have received the BEVA report. The RFS has been completed and is posted on the web site.
7.4 Our contract with Waste Connections will expire at the end of January. Janan to obtain quotes.
7.5 It was decided to renew our contract with the Commissionaires.
7.6 We will be getting the new property management contract soon.
7.7 Janan to book Rockyview for the spring window cleaning.
7.8 Harrison to looking into rental rates for suite 503. The existing lease expires at the end of May.
7.9 Silab costs for snow clearing in December was a lot higher than expected. Janan to look into alternative snow removal companies. Harrison provided some names.
7.10 Janan and Harrison are working on an annual planning list to better manage our recurring items.

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 20230107 Fines to 18 parking stalls for not removing their vehicle for the parkade cleaning. Hand cleaning required for 12 stalls.

8.3 20230112 Fire alarm set of by smoke from a vehicle in the parkade. All costs to the owner of the vehicle. Owner required to have the vehicle repaired before they will be allowed back into the parkade.

8.4 Unit 106 is being fined $100/week for unresolved issues during their renovation. Bob/Janan to clarify the status with the owner. There may be a new owner who will then become responsible for resolving the issues.

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

9.1 Installation of wainscotting on the residential floors is complete.

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 and other door hardware, excluding doorbells, has been received. JB Construction is currently designing the temporary doors.

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 working AHS approval.

9.5 Chisholm are performing the main floor MUA and cooling work. An access hole has been cut in the ventilation shaft. Work is ongoing installing the air handling facilities.

9.6 We are in the process of bidding the deck repair work for floors 9, 22 and 28. This is the last of the deck/roof repairs started in 2011. Engineering is being handled by BEEI. Cambrian Condo Consulting is our project manager.

9.7 We are in the process of bidding the concrete and TDC repairs in the parkade. This work will also address some of the water ingress issues in the lower parkade. Engineering is being handled by Entuitive. Cambrian Condo Consulting is our project manager.

10. Owner Renovations (Bob, Janan):

10.1 Jan 1, 2023 Request from unit 79 to install new shutoff valves for their washing machine. Approved Jan 30.

10.2 Jan 19, 2023 Request from commercial unit 140 to install a sign by their door. Approved Jan 25.

11. Building Design Projects (Kathleen, Harrison):

11.1 No items.

12. Legal (Committee of the Whole):

12.1 We received an offer from Westcor to settle the lawsuit around the pool renovations that were completed in 2018. We accepted the offer. Westcor's lawyers are in the process of removing the lien that was placed on our building. Due to delays in Land Titles it may take a couple of months to update our title.

13. Other (Committee of the Whole):

13.1 No items.

14. Adjourned:

Meeting adjourned at 7:58pm.

Proposed Remaining Regular Meeting Schedule:
(Regular Board meetings are held at 5:30PM via Zoom)
20230227 Regular Board Meeting
20230327 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: 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 2022-24 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.