

YELLOWKNIFE CONDOMINIUM CORPORATION #6

Minutes of Board Meeting

February 17, 2009

1. Call to Order

Meeting called to order at 7:10 PM

Present: Elizabetha Alaga Lynn Bedingfield Steve Bedingfield Ron Bujold
 Robert Galipeau Greg Irvine Tracey Robertson

Absent: Carolina Fleury

2. Approval of the Agenda

Agenda approved as presented.

Moved by Ron Bujold, seconded by Lynn Bedingfield

3. Approval of Minutes

Minutes of the February 5, 2009 meeting approved as presented.

Moved by Steve Bedingfield, seconded by Tracey Robertson

4. Follow-up Items

a. Unit 73

Board indicated a need to meet with property manager and review this file.

Once this is completed, members of the board will arrange to meet with Unit owner and negotiate a payment plan.

b. Budget

No discussion items at this time.

c. Propane Rates

Currently rates are set month to month

Process involves reading (March), equalization (May) and Distributed to owners (June).

Board identified a need to simplify this process. This will be part of the meeting with Mackenzie Management

5. Presidents Report

Unit 28 sent an e-mail regarding parking their car in front of their stairs and blocking part of guest parking.

6. Treasurers Report

- i. Steve indicated a need to complete bank signing authority.
Bob provided a signed copy of the minutes.

Action: Tracey to take minutes to Royal Bank and arrange for changes to signing authority

- ii. Steve received outstanding invoice for maintenance for January and February 2009. Board decision to pay outstanding invoice.

Motion: To pay outstanding invoice

Moved by Steve Bedingfield, seconded by Bob Gallipeau

- iii. \$25 increase to condominium fees was approved at the AGM. This would increase the fee to from \$207 to \$232.

Need to investigate that all other associated fees (garbage) are accurate.

Plan to notify members in March 2009 and increase fee effective May 1, 2009

Note: Elizabeth noted that 12 hours are outstanding and still require payment.

Motion: to increase condominium fees from \$207 to \$232 effective May 1, 2009.

Moved by Steve Bedingfield, seconded by Bob Gallipeau

7. Maintenance Report

- i. Greg Irvine agreed to be a contact for maintenance issues.
- ii. Preventative maintenance includes plans to do walk throughs in all units inspecting crawl spaces and attics. Also plan to inspect fireline.
- iii. Ace enterprises sanded development after request for snow removal. However, it was decided that snow removal was not required at this time. We will continue with sanding as required.
- iv. When newsletter is completed, discussed need to identify when maintenance is to be called.
- v. Elizabeth forwarded a question from her father regarding optimal boiler rates.
Suggested that a high-low thermometer be purchased.
- vi. Questions regarding who to call if propane blankets are not working. Answer is superior propane.

8. New Business

To do list was reviewed with the group.

Items identified to be completed immediately:

- i. Thank you card for Cathie Harper – Robert Gallipeau
- ii. Take minutes to the bank to arrange for changes to signing authority- Tracey Robertson

- iii. Contact Legal Registries to determine process to notify of board change- Tracey Robertson

New items that were identified as being added to the list.

- i. Investigate options for new street lights. Steve said he would look for information on high efficiency lights.
- ii. Develop website
- iii. Discuss reversal of traffic flow
- iv. Review no parking, fire signs
- v. Find out who owns leases on end units
- vi. Complete spring survey
 - Update contact information
 - Determine who owns/who leases units.
- vii. Complete a contract review of existing contracts and identify new contracts.
- viii. Review parking bylaws
- ix. Contact Steve for the maintenance phone
- x. Go through files under Unit #5. Sort organize and purge as necessary
- xi. Release a newsletter before spring and include the following information
 - Information on completing propane readings
 - Information on spring survey
 - Notification on condo fee increase.
 - Notice of new board and contact information
 - Provide information on maintenance planning
 - Explain need for keys
 - Preventative maintenance (attics and crawlspaces)

9. Board Travel

March 2 – 6, Steve Bedingfield
March 9 – 13, Steve Bedingfield
March 23 – 27, Steve Bedingfield, Tracey Robertson

10. Next Meeting

Tuesday March 17, 2009 at 7:00 PM.
Unit 29 (Tracey Robertson)

11. Adjournment

Meeting adjourned at 9:00 PM.

Moved by Ron Bujold, seconded by Lynn Bedingfield.