

YELLOWKNIFE CONDOMINIUM CORPORATION #6

Minutes of Board Meeting

October 20, 2009

29 Gold City Court

Present: Stephen Bedingfield Lynn Bedingfield Ron Bujold
Robert Galipeau Greg Irvine Carolina Fleury
Tracey Robertson

Regrets: Elizabeta Alaga

1. Call to Order

Meeting called to order at 7:35 PM

2. Approval of the Agenda

Agenda was approved with the following additions:

- 8.3 New street lights
- 8.4 Clean Up
- 8.5 Garage Doors
- 8.6 Owners Comments
- 8.7 Newsletter

Motion: to approve agenda *Moved by Stephen Bedingfield, seconded by Bob Galipeau*

3. Approval of Minutes

Minutes of the August 11, 2009 were approved with the following revisions.

- 4c Our share was to be \$3000.00
- 6iii The quick estimate is that the propane meters would cost \$15000 to \$20000 install costs (less credit for propane tanks)

Moved by Stephen Bedingfield, seconded by Tracey Robertson

4. Follow-up Items

a. Unit Keys- Bob

Bob will generate a list of Unit Owners who have yet to provide a key since the key check/propane reconciliation.

Tracey noted that the owners of Unit 35 provided a key when board members stopped by to drop off information on propane meter change over's.

b. Information Update-Tracey

Short Information Sheet approved by board. Tracey is still waiting for information from Dave McCann to make further changes to the document.

Bob asked about a discount through the Co-op. Tracey indicated that she spoke to the manager of member services who also talked to the manager. They have no record of a discount for Gold City Court and indicated that having such an arrangement would go against their current membership policy.

The condo does have a discount with Home Hardware.
Board felt that we also might have a discount through Cooperator's Insurance.

Action: Tracey to follow up with Cooperator's Insurance.

Action: Tracey to contact other local businesses regarding a Gold City Discount.

c. Reserve Fund Study- Stephen

The study will be completed by Henderson and Butt.
It will either be completed in November or February.
As indicated in previous minutes, our costs will be approximately \$3000.

d. Web Page- Carolina

Carolina e-mailed and left a phone message for Dave Bowco but he had not returned her messages by this date.

Action: Ron will talk to his daughter in law who assists with web page design to gather further information and report back to the board.

Action: Carolina will contact Diana Curtis, who is involved with Skills Canada to see whether she can provide an estimate on website design and maintenance.

e. Web Page- Carolina

Carolina reported that Dave Bowco computer design was approached for design and maintenance of a website. Board provided Carolina with suggestions of what we would like included.

Action: Carolina will bring this to Dave for an estimate and report back to the board next meeting.

f. Fall Clean-up -

Due to the early onset of inclement weather, the fall clean-up will be cancelled for this year.

No \$50 dollar fee will be charged to unit owners.

Bob emphasized the need to go in and inspect crawl spaces containing circulation pumps and to ensure they are inspected regularly through the winter.

Action: Tracey to send an e-mail to owners to let them know that the fall clean-up has been cancelled and no owners will incur a clean-up fee.

Action: Tracey to contact Edie Dul from Superior Propane to determine when the blankets will be installed to ensure we have someone to meet them and unlock the crawl space.

Action: Board to determine who will participate in inspecting crawl spaces and providing regular inspections.

g. AGM

Dave McCann from Mackenzie Management felt that the rules had changed and that AGM's can be held 120-180 days after the end of the fiscal year.

Our financial records have been submitted to the Auditor and won't be completed until the end of November.

We need to meet with SOLO Roofing and have some information available to present at the AGM.

If reserve fund study is done at the end of November, would also like to present that information at the AGM. If not, will indicate that it is being completed in February. Tentatively considering early December or January for AGM.

Action: Date for AGM to be set at the next meeting.

5. Presidents Report (Reported by Bob Galipeau)

i. Unit 31-

Garage Door has been replaced. They are looking for any stored siding. Greg will look under Unit 5 when he opens it for the contractor.

They also had an insurance claim related to a toilet leak on their main floor.

ii. Unit 5-

Board decided that more keys need to be cut for access to this space. Maintenance coordinator should always have a key as well as President. Greg indicated he will get extra keys cut.

iii. Unit 511-

Covered under maintenance report.

iv. Unit 77-

Unit owner continues to seek compensation through the board. Unit's next door neighbour has refused to provide insurance information.

v. Floor Plan

Bob was able to find a floor plan for the units.

Action: Tracey to scan the floor plan and add it to condominium documents.

6. Treasurers Report (Presented by Stephen Bedingfield)

i. Financial Statements

Financial statements were not available on this date because the audit is being completed.

Printed summaries for accounts receivable were provided. Account receivables continue to improve. Our cash flow is currently at \$110 000.00

Line 599- this line is people who paid the board but the money was not applied against their account (previous accountant). If owner has record of payment, it is applied against their account.

ii. Propane

Currently waiting for costs from Superior propane and completed reconciliation from Mackenzie Management. Any account credits will be applied to owner debt to Gold City Condo before refunds are issued to owners.

iii. Unit 73

This owner currently owes the board \$16 410.75. She had been paying down her debt but it is growing again. Board is considering further legal action.

iv. Receipt

Receipt submitted by Greg Irvine for \$46.18 for salt to be applied to the sidewalk outside unit 511 where the leak is.

7. Maintenance Report (Reported by Greg Irvine)

i. Unit 511

There is "a burbbly" (leak) outside of Unit 511.

It is not impacting on water pressure for unit and because it is before the meter, no units are being charged for the leak.

ACE enterprises has been contacted to complete the repair. They were supposed to be in last Wednesday but due to emergency repairs in Behchok'o, were delayed until this week.

ii. Stair Repair

Work has been completed on Units 5, 7, 15, 19, 21, 29 and 53.

iii. Unit 53

Superior propane in to look at short power cord by Unit 53. Unit owner had identified it as a safety concern.

iv. Lights

Greg is waiting to hear back from CAMCO, EMCO and NWT construction on costs for street lights.

v. Roofing

Representatives from the board need to meet with SOLO roofing before November 3 to sign off on the quote.

vi. Pumps and Meters

Need to put together a plan to check on all pumps and meters through the winter.

8. New Business

i. Broken Water Line

Addressed under maintenance report.

ii. Unit 53

Addressed under maintenance report.

iii. Street Lights

Addressed under maintenance report.

iv. Clean Up

Addressed under follow up items

v. Garage Doors

Tracey received a quote from CN Doors to replace her garage door. Colin from CN Doors indicated that if several owners were interested (at least 11), the costs could be reduced. Tracey asked board for permission to send an e-mail to owners to see if they would be interested. Board approved.

vi. Owners Comments

E-mail shared with Board from Neil White. He had planned to attend the board meeting but was not able to make it.

Issues identified

- Repairs to roof, balcony and deck. (Tracey to forward e-mail to Greg for follow up)
- Propane reconciliation- see attached e-mail response.
- Question regarding hot water tank- see attached e-mail response.
- Changes to kitchen- see attached e-mail response.
- Saving vs. Spending list- see attached e-mail response.

vii. Newsletter

Issues to be covered in fall newsletter include:

- No parking areas
- Parking for boats, trailers, etc.
- Clean steps
- Provide outstanding keys
- Note that we are working on replacing roofs.
- Have someone looking in on your house daily and more often if really cold, while you are away.

9. Board Travel

Steve: November 23 – 27
Carolina: Away most of November
Greg: Will be travelling, but dates are not known.
Ron: November 1-9, November 25 – December 1

10. Next Meeting

Tuesday November 17, 2009 at 7:00 PM.
Unit 43 (Lynn and Stephen Bedingfield)

11. Adjournment

Meeting adjourned at 9:00 PM.

Moved by Greg Irvine, seconded by Carolina Fleury