

YELLOWKNIFE CONDOMINIUM CORPORATION #6

Minutes of Board Meeting

November 17, 2009

43 Gold City Court

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

Regrets: N/A

1. Call to Order

Meeting called to order at 7:10 PM

2. Approval of the Agenda

Agenda was approved as presented.

Motion: to approve agenda

Moved by Ron Bujold seconded by Stephen Bedingfield

Motion Approved

3. Approval of Minutes

Motion: to approve minutes from October 20, 2009 as presented.

Moved by Stephen Bedingfield, seconded by Bob Galipeau

Motion Approved.

4. Follow-up Items

i. Information Sheet- Tracey

Tracey has been unable to get input from Mackenzie Management regarding the Information for owners document. Board suggested saying that Mackenzie Management is responsible for providing administrative and financial services to the condominium corporation.

Action: Tracey to add this information to the document and have a final draft to the board for review at the next meeting

ii. Web Page-Carolina

Carolina submitted a list of items that we would like included on our website. She received a quote from Janet Pacey Design for the development of a web page. The quote was for \$1338.75. Ron indicated that his daughter in law, who is also involved in website design estimated a price of \$1500.00

Action: Carolina will check with one more person and report for the next meeting.

iii. Newsletter- Carolina

Carolina brought a draft of the newsletter to the meeting for review. Changes were made by the board. Carolina was thanked for the hard work and the amount of information she was able to include.

**Action: Carolina to make revisions to newsletter and send to Tracey.
Action: Tracey to distribute newsletter to the Condo Association.**

iv. Propane Blankets- Bob

Superior Propane did not show up at the date and time that had been scheduled.

Action: Tracey will forward the e-mail for "Lucky" at Superior Propane so the appointment can be rescheduled.

v. AGM- Stephen

Stephen checked the Condominium Act. The AGM can be held up to 6 months after the end of the fiscal year. Therefore it must be held by February 28, 2010.

vi. Inspection of Crawl Spaces –

This item was moved to the Maintenance Report.

5. Presidents Report (Reported by Bob Galipeau)

i. Unit 31-

The siding was replaced on Unit 31. To do this, the siding around Unit 33 was also replaced.

ii. Solo Roofing

A roofing contract was signed with SOLO Roofing. They will start next May and will complete 8 Units- more if they can. They will then complete the balance the following year. They will complete the project in a one week on, one week off format. The flashing will also be replaced. Greg provided a copy of the quote for reference (attached).

NOTE: The quote still needs to be adjusted for the square footage of the lower roofs which have already been completed. Builder is currently out of town. This will be completed when he is back.

6. Treasurers Report (Presented by Stephen Bedingfield)

i. Reserve Fund Study

The Reserve Fund Study will be completed by Ergo and Jackson. The cost will be \$3000.00 plus travel costs. This will be shared across the Condo Associations. It will be completed in 10-15 travel days.

Motion: To approved allocation of funds for completion of the Reserve Study.

Moved by: Bob Galipeau, Second: Greg Irvine

Motion Approved

ii. Financial Statements

Financial statements as of October 31, 2009 were presented.

It was noted that the Unit debt has again been reduced.

Our net income is 29, 949.49

iii. Propane

Mackenzie Management is preparing refunds for owners. Most owners can expect at least a \$1000 refund. It is expected that they will be mailed out the first week of December. On 3 Units (24, 33 and 67) there were glitches in reading the meters that are being resolved.

iv. AGM

Stephen suggested that a budget be developed in December that can be brought to the board for their January meeting which will include information on the reserve fund. Will then have all the information required for the AGM and will not need to call a special meeting.

Tentative date for the AGM set for Monday, February 8, 2010.

Action: Board to confirm this date at the December meeting.

7. Maintenance Report (Reported by Greg Irvine)

i. Rock Solid Update

The first invoice has been received and paid.

Second invoice has been received.

Motion: To accept invoice and improve payment

Moved by: Tracey Robertson, Seconded by Stephen Bedingfield

Motion Approved.

ii. Unit 4

Four keys were cut for under Unit 5 and were provided to Board Members who requested them.

iii. Crawl Spaces

Mackenzie Management is willing to do preventative checks on crawl spaces.

iv. Street Lights

Greg provided two quotes for new street lights (attached). Board suggested the LED lights.

Stephen will build this into the draft budget.

v. Unit 72

Elizabeta asked if the auto dialer under Unit 72 was set to go the to the Maintenance Phone.

When the warning light goes on a message should automatically go to the Maintenance Cell Phone. This did not occur when the warning light went on in October.

Action: Greg will set auto-dialer to the cell phone.

Also, under Unit 72, there were concerns that the propane heater had not been repaired.

Action: Greg to check heater under Unit 72.

8. New Business

i. Daily Maintenance

Elizabeta asked if her dad should resume with providing daily maintenance now that he is back in Yellowknife.

Motion: For Elizabeta’s dad to continue to provide daily maintenance for a cost of \$300 per month.

Moved by: Stephen Bedingfield, Second: Bob Galipeau

Motion Approved.

ii. Vet Bill

Unit 28 had their stairs replaced without notifying the owner or blocking the removed stair case. The owner came home and let her dogs out and the dogs fell off the back deck. A veterinarian bill was submitted. Board determined that payment of this bill was the responsibility of the contractor.

Action: Greg to provide bill for Vet to Rock Solid for payment.

Action: Greg will check with Rock Solid to ensure that are notifying owners of upcoming repairs.

9. Board Travel

Steve: November 23 – 27, December 9-19

Greg: November 20 to December 5

Ron: First week in December

10. Next Meeting

Tuesday December 8, 2009 at 7:00 PM.

Unit 29 (Tracey Robertson)

11. Adjournment

Motion to Adjourn

Moved by Greg Irvine, seconded by Ron Bujold

Motion Approved.

Meeting adjourned at 9 PM.