

YELLOWKNIFE CONDOMINIUM CORPORATION #6
Minutes of Board Meeting

May 5, 2010
43 Gold City Court

Present: Stephen Bedingfield Lynn Bedingfield Kate Cannell
 Ron Bujold Robert Galipeau Chris MacNaughton
 Tracey Robertson Greg Irvine

Regrets: N/A

1. Call to Order

Meeting called to order at 7:05 PM

2. Approval of the Agenda

Agenda was approved with the following additions

7 iv. Levelling unit

7 v. Lights

8 ii. Parking

Motion: to approve agenda

Moved by Ron Bujold seconded by Stephen Bedingfield

Motion Approved

3. Approval of Minutes

i. Motion: to approve minutes from April 7, 2010 as presented.

Moved by Stephen Bedingfield, seconded by Ron Bujold

Motion Approved

4. Follow-up Items

i. Review of Board Priorities

PRIORITY	LEAD	COMPLETION DATE	UPDATE
Website- including a reflector	Kate Cannell	March 31, 2010	Website is now ready to go live but will still be under construction. Kate plans to add logos from several local businesses and important upcoming dates. Need to add one revised document from Bob then Tracey will send out a broadcast e-mail to court. Thank you Kate!
Bylaw Review	Bob Galipeau (with input from Mackenzie Management)	December 1, 2010	Ongoing.
Roofs	Greg	Summer 2010/2011	Covered under maintenance report.

Inspection/Maintenance of Sewer Lines	Greg	September 2010/2011	Covered under maintenance report.
Lighting	Greg	June 2010	Covered under maintenance report.
RFP for Property Management	Stephen	June 2010	Current property manager will continue until the end of this fiscal year and into the first two months of the next fiscal year. Steve with Mackenzie Management will send out an RFP to four local businesses the last week of May.
Review of old Records	Ron, Lynn and Chris	Ongoing	Stephen confirmed with Mackenzie Management and we need to maintain all. Ron and Chris are still going through records. Next step (fall, will be to scan records) Ron asked to look for record of common properties sold to unit owners.
Ensuring Owners are aware of individual responsibility re: water	Tracey (with assistance from Mackenzie Management)	July, 2010	Tracey contacted Dave who is still getting the document from another condo. He recommended a document outlining owner responsibility for water in general.
Spring Clean Up	Lynn	May 2010	Date, May 29 at 10 AM. Lynn to put together a list of jobs and draft a notice to owners. Suggestion of BBQ to accompany cleans up. Lynn will get a couple of dozen burgers and a couple of dozen hot dogs. Tasks: <ul style="list-style-type: none"> ➤ Call Sup Propane to take off blankets ➤ Flowers? ➤ Till the garden ➤ Clean/sweep roadway ➤ Clean between units ➤ Pick up garbage ➤ Paint fences out front Lynn to distribute notice by e-mail and put it on the doors.

ii. Board update to Owners document

Suggestions made to document. Bob will make changes and forward document for Kate for posting on website and then Tracey will send out notice to owners

iii. Pre-Authorized Payment and Special Assessment

Update provided to board.

Action: Stephen will send letter to owners who haven't made arrangements for payment.

iv. Reserve Fund Study Update

Bob has drafted the notes. He will meet with Dave at Mackenzie Management to see if contractor can complete the changes.

v. Information Document to Owners

Document has been completed and sent to owners.

vi. Interest Rates

Stephen clarified interest rates with Mackenzie Management. 1% will be charged for special assessment. 11/2 % will be charged to accounts in arrears.

Action: Stephen to e-mail Mackenzie Management with instructions from the board to ensure interest rates are clearly outlined.

5. Presidents Report (Reported by Bob Galipeau)

All information covered under follow-up items. No new business.

There have not been any requests for estoppels certificates on new sales.

6. Treasurer's Report (Presented by Stephen Bedingfield)

i. Financial Statements

No financial statements were received for this date.

ii. Pre-Authorized Payments and Special Assessment

Covered under follow up items

iii. Retaining Records

Stephen was notified by Mackenzie Management that records must be retained for six years.

Action: Stephen will request this in writing

7. Maintenance Report (Reported by Greg Irvine)

i. Firelines

Our firelines are not working. It will take two men, 40 hours each to complete this work. Work will be completed by Leon at Commercial Home Heating. Board expressed concern that this was not addressed previously.

Motion: To authorize Commercial Home Heating to complete the fireline.

Moved by Ron Bujold, seconded by Bob Galipeau

Motion Approved

ii. Street Sweeping

Action: Tracey to send reminder to owners regarding street sweeping.

iii. Roofing

Is scheduled to start this week. First units to be completed are () as they have had problems with leaks. Units that will be impacted have been notified. Next units to be targeted will be 46/48 and unit 72. We will then move to the front units.

iv. Level Unit

Units 507 – 509 need to be re-levelled. Greg to look into who is available to complete this work.

v. Lights

Greg not able to get new heads for existing posts. We have estimates on file for new lighting standards. Board will take information to membership at next general meeting.

8. New Business

i. Pellett Stoves and New Exterior Doors

At the Annual General Meeting, the general membership expressed interest in seeing if we could get a bulk/group rate for new doors and Pellet Stoves.

Board members to ensure that any new doors are similar to existing exterior doors.

Action: Tracey will look into pricing for exterior doors. Greg will look into pricing for pellet stoves and report back to the board.

ii. Parking

Owners and visitors are not observing the no parking signs and are parking in fire lanes and non-assigned spaces.

Action: Greg will speak to By-Law regarding ticketing on the property.

9. Board Travel

Chris: All of June
Stephen: June 6-18
Tracey: June 20-25
Kate: June 4-7, 18-20, June 26- July 11
Bob: ? end of June
Lynn: June 6-18, July 4-18 (Ta...hi...ti...)

10. Next Meeting

Wednesday June 2, 2010 at 7:00 PM
Lynn and Steve`s 43 Gold City Court

11. Adjournment 8:40 PM

Motion to Adjourn

Moved by Tracey Robertson, seconded by Chris MacNaughton

Motion Approved.