

**YELLOWKNIFE CONDOMINIUM CORPORATION #6**  
**Minutes of Board Meeting**

**July 21, 2010**  
**29 Gold City Court**

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**Present:** Stephen Bedingfield      Lynn Bedingfield      Kate Cannell  
                  Ron Bujold                              Robert Galipeau      Tracey Robertson

**Regrets:** Chris MacNaughton      Greg Irvine

**1. Call to Order**

Meeting called to order at 7:10 PM

**2. Approval of the Agenda**

Agenda was approved with the following additions.

- 4v. Loud renter
- 4vi. Roundabout

Under Treasurer's Report  
 Auditors  
 Budget  
 Invoices

**Motion: to approve agenda**

**Moved by Stephen Bedingfield seconded by Ron Bujold**

**Motion Approved**

**3. Approval of Minutes**

**i. Motion: to approve minutes from June 2, 2010 as presented.**

**Moved by Stephen Bedingfield, seconded by Ron Bujold**

**Motion Approved**

**4. Follow-up Items**

**i. Review of Board Priorities**

<b>PRIORITY</b>	<b>LEAD</b>	<b>COMPLETION DATE</b>	<b>UPDATE</b>
Website, including a reflector	Kate Cannell	March 31, 2010	Complete. Site continues to be updated as required.
By-law Review	Bob Galipeau (w/ input from Mackenzie Management)	December 1, 2010	Ongoing
Roofs	Greg	Summer 2010/2011	Ongoing. Two units left to be completed this year.
Inspection/Maintenance of Sewer Lines	Greg	September 2010/2011	<b>Completed.</b> Greg provided an excel sheet of inspections (attached) and any concerns that

			need to be addressed. All repairs are minor and will be completed as a part of the fire line repair.  Board recommended that this continue to be completed yearly.
Lighting	Greg	June 2010	<b>Completed.</b> Greg has the estimates for lighting. Information will be factored into budget and discussed with owners at the General Meeting where the budget will be discussed.
RFP for Property Management	Stephen	June 2010	Ongoing. Dave McCann found a simplified RFP for new property manager. Dave and Steve will work on this together and plan to bring it forward in August.
Review of old Records	Ron, Lynn and Chris	Ongoing	Ongoing. <b>Action: Tracey to contact Steve Schaub for records as he was the secretary prior to Bob and is still holding documents.</b>
Ensuring Owners are aware of individual responsibility re: water	Tracey (with assistance from Mackenzie Management)	July, 2010	Tracey spoke with Dave McCann regarding this. David said he would work on a draft and have a copy to Tracey by mid July. Not provided prior to this meeting.
Spring Clean Up	Lynn	May 2010	<b>Completed.</b> There were some tasks that weren't completed including painting the front fence and sweeping out front.

ii. Owner Update from the Board – Bob

Completed. E-mailed to owners and posted on the website.

iii. Talking to By-Law regarding parking

Deferred as Greg was not able to attend the meeting.

iv. Pellet Stoves and Outside Doors

Greg provided information on Pellet stoves provided to him by Hearth and Home. He said they cannot quote actual prices without the owner choosing a stove type and looking to see where it would be installed. However, he told Greg that the lower-end stoves would run at approximately \$3000 to \$3500 installed with the high-end stoves running between \$6000 to \$6500 installed.

Diamond Glass provided Tracey with an estimate for exterior doors (attached). The quote seems high and Tracey would like Greg to take a look at the next meeting.

v. Water Damage - Unit 49

Update deferred, as Greg is away.

vi. Door to shed

Completed. The door to shed has been repaired.

vii. Stair Requests – Units 11, 14, 35, 48 and 77

Greg has provided a list of stairs that have been completed. Units 35, 15 and 77 were repaired/replaced. Units 11 and 48 still need to be addressed.

**Action: Greg to ensure units 48 and 11 are on the list for repair/replacement.**

viii. Complaint regarding cleanliness of property

Completed. Bob followed up with the owner who made the complaint. Since then the rhubarb has been pulled.

ix. Picnic Table

Tracey went to Home hardware. They had no picnic tables in stock but were willing to order them in. Greg indicated that Rock Solid will take away our current picnic table and build us a new one. Board wondered what the cost for a new picnic table would be from Rock Solid.

**Action: Greg to ask Rock Solid for the cost to build a picnic table.**

x. Lawn Mower and Trimmer

Completed.

**5. Presidents Report (Reported by Bob Galipeau)**

- i. Bob went to speak to Unit 75 regarding Unit 73. Rhubarb has been pulled.
- ii. Unit 77 has a tree which fell down during a wind storm and is laying over the fence.

**Action: Bob to follow up with owner regarding moving the tree.**

- iii. Unit 66 is for sale. There is an odour in the crawl space due to debris from damage fire line. Greg and Bob speaking to Dave McCann regarding the best way to address this.

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

i. Financial Statements

Current balance sheet was reviewed with the board. Board noted that there have been improvements in summary sheet. As noted previously, when we are under new management will ensure that reporting lines and organization of the document are in place right from the beginning of the contract.

**Moved by Bob Galipeau, seconded by Stephen Bedingfield**

**Motion Approved**

ii. Special Assessment

There are two units who have yet to submit payment to Mackenzie Management for their special assessment. Mackenzie Management continues to contact these owners for payment.

iii. Auditors

Board debated which auditor to choose. Board has decided not to do a financial review this year as we have two months of propane reconciliation to complete. McKay & Co was selected as they have previous

experience with the propane reconciliation and there quote of \$12 000 is based on last year's books which were significantly more complicated than this year.

**Motion: To recommend appointment of McKay & Co to complete audited financial statements.**

**Moved by Stephen Bedingfield, seconded by Kate Cannell**

**Motion Approved**

iv. Budget

The 2010/2011 budget was reviewed and discussed.

Recommended that condominium fees be set for \$325.

Kate asked that a breakdown of the special assessment be provided for the meeting.

**Motion: To approve the budget as presented.**

**Moved by Bob Galipeau, Seconded by Kate Cannell**

**Motion Approved**

**7. Maintenance Report (Reported by Greg Irvine)**

Maintenance support submitted by e-mail as Greg was unable to attend the meeting. Please see attached.

**8. New Business**

i. Painting

Oil-based paint has been purchased to repaint the front fence. Lynn spent the entire day painting one small section of the front fence. Much of the fence still needs to be completed.

**Action: Bob to speak to Greg regarding a quote from a painter for the front fence.**

ii. Parking

Parking in no-parking areas continues to be a significant issue. Two new signs need to be purchased to replace missing/damaged signs. Recognition that we need to clear up parking in general including storing vehicles, boats, etc on site.

**Action: Greg to follow up with By-Law**

**Action: Bob to access a parking site plan and bring to the General meeting.**

iii. General Meeting

Date set for Wednesday, August 11 at 7 PM.

Agenda will include Introductions, appointment of auditors, parking, other business.

**Motion: To approve date of AGM.**

**Moved by Tracey Robertson, Seconded by Stephen Bedingfield**

**Motion Approved**

Action: Tracey to book space for meeting.

Action: Tracey to draft an agenda.

Action: Agenda and budget to be distributed by e-mail, posted on website and handed out door-to-door.

Action: Stephen to ask Dave McCann for a list of payments due.

iv. Roundabout – Deferred to next meeting.

**9. Board Travel**

Bob: July 28 – August 5  
Ron: July 26 – August 9  
Stephen: July 26-30  
Stephen: July 4-15, July 26-30  
Tracey: August 13 – August 15

**10. Next Meeting**

General Meeting, August 11 at 7 AM  
August 25 at 7 PM

**11. Adjournment 9:15 PM**

**Motion to Adjourn**

***Moved by Lynn Bedingfield, seconded by Ron Bujold***

***Motion Approved.***