

YELLOWKNIFE CONDOMINIUM CORPORATION #6
Minutes of Board Meeting

August 25, 2010
29 Gold City Court

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

Regrets: N/A

1. Call to Order

Meeting called to order at 7:10 PM

2. Approval of the Agenda

Agenda was approved with the following additions.

- 8iii. Fall Clean-up
- 8iv. General Meeting
- 8v. Newsletter
- 8vi. Website

Motion: to approve agenda as amended

Moved by Chris MacNaughton seconded by Ron Bujold

Motion Approved

3. Approval of Minutes

i. Motion: to approve minutes from July 21, 2010 with the revisions previous submitted by e-mail (please see attached).

Moved by seconded Kate Cannell, Seconded by Stephen Bedingfield

Motion Approved

General discussion regarding posting minutes to the website. Agreement by the board that the minutes will not be posted until reviewed and approved by the board.

4. Follow-up Items

i. Review of Board Priorities

PRIORITY	LEAD	COMPLETION DATE	UPDATE
Website- including a reflector	Kate Cannell	March 31, 2010	Complete. Site continues to be updated as required.
By-Law Review	Bob Galipeau (with input from Mackenzie Management)	December 1, 2010	Nothing to report.
Roofs	Greg	Summer	Ongoing. One unit left to be completed for

		2010/2011	this year. Work will begin the week of September 3, 2010.
Inspection/Maintenance of Sewer Lines	Greg	September 2010/2011	Completed. 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	Completed. 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	Dave McCann submitted a list of ideas that needed to be included. Need core duties listed and out of scope items that would be addressed through an hourly rate. Dave will be staying in business. So there could be an option of staying with them. Action: Bob will follow up with Dave on list of items to be included in RFP. Action: Kate has volunteered to help with organizing line items for bookkeeping as board would like them reported.
Review of old Records	Ron, Lynn and Chris	Ongoing	Most of 1973's files are together. Ron has found documents indicating that Unit 61 and 56 have bought the property adjacent to their units. Ron found two maps of site plan parking. A committee will be formed to clearly identify parking and ensure there is proper signage. Action: Kate, Chris and Ron to participate on parking committee.
Ensuring Owners are aware of individual responsibility re: water	Tracey (with assistance from Mackenzie Management)	July, 2010	Tracey has a list of items submitted by Dave McCann and she is working to draft a document which will be reviewed by Dave and Greg and brought forward to the next meeting.
Spring Clean Up	Lynn	May 2010	Completed. There were some tasks that weren't completed including painting the

			front fence and sweeping out front.
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ii. Parking

Covered under Board Priorities.

iii. Painting Front Fence

Ongoing. Original plan was to have rock solid complete the painting but they have resigned and this project still needs to be completed.

Action: Greg will follow up to find a painter.

iv. Picnic Table

There are now picnic tables available for purchase at Home Hardware. However, they do not look very sturdy.

Action: Chris MacNaughton will build a picnic table that can be assembled and disassembled and store it in the winter at no charge. Board will provide lumber.

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

Nothing to report. Bob will follow up with Unit 77 this week.

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

i. Financial Statements

Financial reports were reviewed.

ii. Liens

Action: Steve will follow up with the justice department to see if there is an outstanding judgement against Unit 73 and then board will determine if a new court action is required.

iii. Invoices

Invoice submitted for maintenance of property by Meho Bunger for \$600 for services provided in June and July.

Motion to approved payment of invoice as submitted.

Moved by Tracey Robertson, seconded by Ron Bujold

Motion Approved

Invoice submitted for rental of Church of Christ for General Meeting for \$78.75

Motion to approved payment of invoice as submitted.

Moved by Ron Bujold, seconded by Stephen Bedingfield

Motion Approved

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

i. Fire line

Work on repairing the fire line is completed. It will need to be flushed one more time and then it will be alarmed.

ii. Siding

The contractor has been having difficulty locating blue siding to replace the siding on Unit 46.

Action: Greg will follow up with the contractor who did the insurance work on Unit 31 as he used siding as part of his repair.

iii. Roofs

As reported under follow up items one unit remains (encompasses Units 31-37) and the shed.

iv. Carpenter

Harold Hunt has been hired as the new carpenter has been hired as the new carpenter and will begin work next week. Greg has let him know that the priorities are Units 501, 69 and 53. Unit 11 has also identified that they need work completed.

v. Unit 65

Unit 65 had made arrangements to replace their stairs and the work has not been completed although invoices were submitted.

Action: Tracey to follow up with Unit 65 regarding stair replacements.

vi. Lights

This item was reviewed at the General Meeting.

Action: For the short term Greg will see if he can find someone to replace the ballasts.

8. New Business

i. Siding

There was a discussion regarding replacing siding. No decision was made at this point. It was decided that this item would be reviewed as required.

ii. Carpenter

Covered under maintenance report.

iii. Fall Clean-up

Date scheduled for October 2, 2010.

Action: Tracey to notify owners

iv. Follow up from General Meeting

Traffic flow is still an issue. Discussions as to how to enforce this with owners. If we know who is doing this, we will follow up with that owner specifically.

Superior Propane- owners will be asked to review their bills and follow up with Superior Propane if there are any concerns. This will be included in the newsletter.

v. Newsletter

Action: Tracey will draft a newsletter. Information to be included: Pets, Superior Propane, Winterizing homes, Traffic flow, Parking enforcement.

vi. Website

There are still items that need to be built into the website.

Action: Bob will draft a letter outlining discrepancies between Reserve Fund Study and both should be posted to the website.

Action: Steve is working with Dave McCann on collecting financial statements.

9. Board Travel

Bob: may be travelling in September, date not determined.

Ron: out for several weeks this month

Stephen: September 1-2, 13-17, September 24 – October 24

Tracey: September 13-17

Greg: Travelling weekly

Chris: Away until October 20

10. Next Meeting

September 22, 2010. Location to be determined.

11. Adjournment 9:00 PM

Motion to Adjourn

Moved by Lynn Bedingfield, seconded by Ron Bujold

Motion Approved.