

YELLOWKNIFE CONDOMINIUM CORPORATION #6
Minutes of Board Meeting

November 3 2010
22 Gold City Court

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

Regrets: Chris MacNaughton

1. Call to Order

Meeting called to order at 7:15 PM

2. Approval of the Agenda

Agenda was approved with as presented.

Moved by Ron Bujold seconded by Robert Galipeau

Motion Approved

3. Approval of Minutes

i. Motion: to approve minutes from October 13, 2010 as presented.

Moved by Ron Bujold seconded by Robert Galipeau

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	Complete. Site continues to be updated as required.
By-Law Review	Bob Galipeau (with input from Mackenzie Management)	December 1, 2010	Ongoing.
Roofs	Greg	Summer 2010/2011	Work on last unit has been completed for the season. Next year, the contractor will stay on site until the work is completed.
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. Greg will add it to the yearly maintenance list.
Lighting	Greg	June 2010	Ballasts and sensors have been repaired and lights are in good working order.
RFP for Property Management	Stephen	June 2010	Ongoing. Bob will be meeting with Dave McCann this week to complete a final draft. Previous 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	Progressing. Ron hopes to have files organized by November.
Ensuring Owners are aware of individual responsibility re: water	Tracey (with assistance from Mackenzie Management)	July, 2010	Board has made suggestions to the document. Once the houses with the pumps have been added to the list the memo will be distributed to owners.
Spring Clean Up	Lynn	May 2010	Completed. There were some tasks that weren't completed including painting the front fence and sweeping out front.
Fall Clean Up	Kate	October 2010	Completed. Kate provided a summary (e-mail attached). Action: Tracey to attach a list of owners from spring and fall clean up and forward to Mackenzie Management.

ii. Parking

- a. Chris Macnaughton who was unable to attend on this date sent an e-mail to the board stating that he is working on parking signage and availability and will bring his findings forward at the next meeting.
- b. The board will put parking on the agenda for the AGM.
- c. Bob has drafted an e-mail to owners which was reviewed on this date. Bob will send the document to Tracey who will post it on the website.

iii. Unit 73

Stephen will follow up with David McCann and report back to the board next meeting.

iv. Unit 77

Bob has been working on this issue. He has been trying to arrange a meeting with Shirley Fontaine regarding discussion of the insurance claim, but she is not returning calls. Bob will follow up with her again this week. Uma, owner of Unit 77 met with the board to further discuss this issue. They are awaiting a letter from Bob.

Action: Bob to continue to work on this and to provide owner with regular updates.

v. Maintenance List for Owners

Covered under board priorities.

vi. Follow up with Unit 5

Completed.

vi. No Parking Signs

Covered under parking.

vii. Superior Propane

Blankets have been installed and some have been replaced as there were in poor condition.

General discussion regarding the poor services with regards to billing. Kate will follow up regarding service fees and report back to the board.

5. Presidents Report (Reported by Bob Galipeau)

1. Bob is working with Unit 77 to help them work through their insurance claim.

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

i. Financial Statements

They were not provided by Mackenzie Management in time for this meeting.

ii. PAP and Special Assessment

Updates were not provided to the Treasurer by Mackenzie Management in advance of this meeting.

iii. Invoice for Rock Solid

Board received query from David McCann at Mackenzie Management as to where this should be accounted.

Motion: To charge funds for Replacement of Stairs and Decks by Rock Solid to our capital reserve fund.

Moved by Stephen Bedingfield, seconded by Ron Bujold

Motion Approved- unanimous

iv. Auditor

Our auditor requires minutes from this fiscal year.

Action: Tracey to forward minutes for this fiscal year to our auditor.

7. Maintenance Report (Reported by Greg Irvine)

i. Unit 501

Work has begun on Unit 501. Flashing had not been installed properly. Once completed, work will be done on 3 priority projects.

- a) Unit 11- replacing railing
- b) Unit 69- deck replacement
- c) Unit 53- Stair repair.

ii. Lighting
Covered under board priorities.

8. New Business

i. AGM

Board will await information on the audit before determining a date for the AGM.

9. Board Travel

Bob: Not applicable
Ron: Not applicable
Stephen: November 28- December 3, January 10-14 and 17-20
Tracey: November 9-14
Greg: Not applicable
Chris: November 17-23, December 16-28
Kate: October 21 - 31

10. Next Meeting

December 8, 2010. Tracey's house (29 Gold City)

11. Adjournment 8:40 PM

Motion to Adjourn

Moved by Tracey Robertson, seconded by Greg Irvine

Motion Approved.