

# Yellowknife Condominium Corporation #6

## Board Meeting

March 10, 2016

### Agenda

Scheduled Attendees: Chris MacNaughton, Andrew Furlong, Greg Irvine, Neil White, Linsey Hope, Erin & Ryan Sawatzky, Colin Charlton, Ryan Sundberg(Triton)

In Attendance: *Andrew Furlong, Greg Irvine, Neil White, Ryan Sawatzky, Colin Charlton & Chris MacNaughton(by phone)*

Regrets: Linsey Hope & Ryan Sundberg(Triton)

Scheduled Call to order 19:00  
Called to Order at: 19:12

Approval Minutes for Month: February  
Motion put forward *Neil White, 2nd Greg Irvine*

Changes to Minutes:

*- Under Email - Open it was noted that the wrong unit number was put in. This should not say Unit 47 it should say Unit 45.*

### Finance Report

- Account Receivable -
- Insurance Claims - None
- Reserve Fund -
- Maintenance Estimates -
- Loans - None
- Note -

## Maintenance Report

### New:

- Unit 29 - We received a call from the City stating that we have a sewage leak coming from under Unit 29. As Greg was out of town Ryan(Triton) and Colin went to check this out. Ryan Checked inside Unit 29 and found nothing out of the ordinary. However when he checked under the units he found that a support member made of wood inside the utilidor holding one of the steel clean outs had deteriorated and the steel clean out dropped and pulled the pipe out. *The clean out has been removed and the pipe repaired. Only the crawl space under two units require cleaning out and sanitized also along the back side of the unit and will be completed tomorrow*
- Unit 15 - Water leaking in through the old Chimney. This unit replaced their old furnace with a new furnace which vents to the back and no longer uses the old chimney that goes to the roof. Although it was capped in the house it wasn't until the warmer weather that water was leaking through this old chimney. The only reason for this is because at one point in time the cap to the top of the chimney is missing so the chimney collected snow which eventually turned to ice then water. *The unit owner Dan took care of the water that was leaking through however come summer the top of the chimney needs to be taken care of. fixed, capped or removed.*

### Open:

- Unit 49 sink hole developing in front of garage - No updated on this issue - Turns out this slipped through the cracks. Will have to get this checked out - *This is on hold until Spring*
- Unit 11 Hand Rails, Stairs and Back Deck Pickets - Scheduled for this summer - Still on going - Hand Rails have been completed still on going - Waiting for a completion list from Triton - Hand Rail was completed however spindles and stairs did not get done - *Come this spring/summer will replace the entire front steps*

- Unit 43 concerned about blue siding between the two garages - Still on going but as far as I know we have replaced this a few times & for some reason it still comes off - There has been more blue siding purchased and we will get this replaced - *This is on hold until Spring*
- Unti 61 - Siding near back deck - This was just brought to my attention during this meeting this is on hold until Spring - *This will be looked at in the spring*
- Unit 15 - Street Lights - I have noticed that the street lights around 13,15 and 21 at gold city are out, they need to be looked at asap. There is no lighting on our corner. I also noticed that our website is at least two years behind, who is responsible for updating this website and when will it be updated. - Yes I noticed this the other day to. But last I checked it was working. I'm not to sure if anyone did anything. I didn't see any other emails about it. I've been out of town for the last little while here. If it's still happening let me know. Either way I will add this to the meeting minutes. As for the website we are the ones that look after it however it has been sort of abandoned we are looking for people who can do this for us. The prices seem to be high so we were hoping to take care of this in house. Either way if I get elected to be on the board again next year I think we need to allocate founds to have our website taken care of via third party. Best to have something then nothing - Dan Replied Neil, What did you find out about the lights?, as well, do we have the blankets on those tanks yet, if so, sign me up to help. Cheers - Neil Replied Hi Dan, Well I didn't find out much except for the key that I have doesn't seem to open up that lock on the shack. I thought it was frozen so I put a blow torch on it to warm it up a little but it still didn't turn. So I have to rely on Triton to get back to me on this one - Looks like some breakers where shut off and the other two have a sensor or wiring issue. This will be looked at in the Spring - *Unit 22 has requested that these lights be turned off as they are strobing and keeping them up at night. Ryan(Triton) replied saying he will take care of it and noted that they should be fixed by end of next week.*

### Closed:

- Chris to speak with Bunger to see if he wants to continue working around he condo units again - Chris has spoken with him. Chris to draft up a contract between Bunger and YKCC6 - Meho Bunger said that he will continue the

grounds keeping as long as we pay him as agreed - Chris left me a message to approve the invoice in the December meeting for Meho Bungler for the months of July August, September & October 2015 for the amount of \$1200.00 - This has been approved and the cheques have just been signed by Greg. Cheques to be delivered soon. Linsey also noted that we should also make note for the other months we will already owe him for which will be November, December & January. Perhaps we can get him paid every quarter might be easier on the finical books - Cheque was signed by Greg Irvine on January 22, 2016. Ryan S(Triton) to deliver - *Cheque has been delivered*

## Emails

### New:

- Unit 53 - This Unit has sold, the new owners to take possession March 30, 2016.
- Unit 501 - Interested in Hosting, Maintaining & rebuilding website - *Replied saying sound like a good idea would suggest they put their names forward at the AGM to be part of the Board*
- Property Managment - A Maintenance Draft Form between YKCC6 and Triton was sent out amongst the board members to fine tune before we go into another year agreement - was asked by Triton(Ryan) to provide a copy of last years Maintenance Agreement however I do not have a copy of this - *This is still in a draft format due date unknown at this time also there is another draft contract that needs to be compiled for the bookkeeping itself. Will move to Outstanding Items & Task open.*

### Open:

- Unit 519 old unit holder over charged condo fee goes way back to March 2013 - *Still on going*
- Unit 26 Moving would like to make sure that the December Condo Fees do not come out of current Unit holders account - Still on going - *This was going back*

*to November of 2014. We did end up taking out Decembers condo Fees, I am awaiting confirmation if this was resolved.*

- Unit 25 Condo Fees has set up time table with Triton to pay off outstanding condo fees and fill out a Direct Payment Authorization form - Still on going - *Awaiting confirmation if this was resolved.*
- Unit 17 Condo Fees same sort of deal as Unit 519 somehow roped into that email instead of a separate email - *Still on going*
- Unit 46 & 48 - Last Years Sewage Upgrade and Hatch Doors being left open - As a result of the upgrade there was a significant discharge of sewage left under both units. A few days ago Unit 46 water pipe was freezing up they called Triton to investigate only to find that the Hatches where left open and to find that Unit 46 Heat Tape has failed. It was speculated that it was left open to dry out but no one returned and consequently the hatches was left open When this was discussed with Triton they knew about the problem and someone would be around in the spring when the sewage thawed to pump it out and then spread bio disinfectant over the rocks - Unit 48 has indicated health concerns, responsibility concern - Greg I is going to chat with Ryan(Triton) to find out what exactly happened. Ryan S is going to touch base with Unit 48(Dale). Internal the board is going to have to come up with a plan to make sure the crawl space under units are in good condition at least twice a year - *Still on going*

### Closed:

- Certificate of Insurance 2016\_2017 was emailed to everyone that was on the most up to date email list that the board has. Along with an explanation of the name change of our insurer. This was all sent out on February 14, 2016
- Unit 45 - New owner - All information has been updated for this owner. The following was provided in the email, PAP, Condo Corp Insurance, Website info, Propane Info
- Unit 37 - Rosaly was looking for how to change information for the Condo Fees. *I pointed her to Triton(Ryan) and also provided a PAP just in case she needed to fill a new one out.*

- Unit 45 has sold and there will be new owners as of March 1, 2016
- Unit 11 - Linsey Hope - Reimbursement for receipts from the AGM - Hope to get this approved & repaid in September - Chris M signed the cheque and Ryan(Triton) has it - Well not to sure what officially happened to the other cheque but this was resigned by Greg cheque to be delivered soon - Cheque was signed by Greg Irvine on January 22, 2016. Ryan S(Triton) to deliver - *Cheque was delivered*
- Triton - Propane Blankets - Hi Ryan, I picked up the three(3) New Propane Blankets from Superior Propane and they are in the storage area under Unit 5. So when you have a chance we need these put on. If you need a hand let me know I am available tomorrow afternoon. The two units that need them for sure are between Unit 69 & 71. There is a Propane unit that is between Units 21 & 23 its kinds half done this is where the third propane blanket is going to go. There is a blanket that wraps half way around the tank that I think actually belongs to one of the Playground units beside Unit 28. The other half of that blanket was torn badly. I am not to sure is we ended up taking it to the dump or not. There may still be another long side under Unit 5 although it maybe all ripped up but best to put on to the Propane Unit beside Unit 28 - Got confirmation from Greg that Ryan(Triton) will have his guys get this done - Unit 72(Neil) completed the propane blankets between Units 69 & 71. We do have a new set for the propane blanket between Unit 21 & 23 which will be put on next year as for right now what is there now seems to be good. As for the playground Propane tank beside Unit 28 snow piled up against it should be good for the rest of the winter will get new blanket for this in the summer - *Done*

### Website:

- Website - Colin and Andrew looking into. Website vs Facebook vs Gmail or perhaps all - There has been no movement on this - For the last few months I have been trying my website creativity as I am no expert but the website has changed a little. Not one hundred percent correct as of yet but better then what it was still on

going - Neil has been working with Kellett Communications and is now able to upload and arrange content onto the website. Would like to present a 100% working website by the next AGM - *Still on going*

### Outstanding Items & Task:

#### New:

-

#### Open:

- Maintenance Contract - Draft found and given to Greg for review - Neil to pass out draft contract to the board members to refine - Done - A Maintenance Draft Form between YKCC6 and Triton was sent out amongst the board members to fine tune before we go into another year agreement was asked by Triton(Ryan) to provide a copy of last years Maintenance Agreement however I do not have a copy of this - *This is still in a draft format due date unknown at this time also there is another draft contract that needs to be compiled for the bookkeeping itself*
- Parking Passes - *As we still need 2/3 of the condo association to sign this a Notice of change to By-Laws draft has been written up and will be emailed out to Unit Owners. It has not been determined yet how we are gong to get these signatures*
- Jersey Barrier - Greg to order some up - There has been no movement on this - *Half a dozen has been ordered will deploy these in the spring*
- Garbage Bins - The cost of our Garbage bins are costing us a large enough sum that we looked into purchasing two garbage bins vs renting. Doing the quick numbers on this it looks like the purchase of two garbage bins would pay for itself in 3 years. Our current garbage bins has lasted 20 or so years with a lid replacement of one bin. More needs to be done to determine if we will move forward with this - Last few meetings didn't happen still on going - Colin to get back to me on exact details and cost as getting the Garbage Bins up here cost

more then we thought - *The cost for purchase is approximately \$7000.00 for two bins. Will bring this forward at the AGM.*

- Crawl Space Responsibility - Look at getting this added to the Maintenance Contract or in house responsibility - *Still on going*
- Pre-Authorized Payment vs Credit Card Authorization or both - Suggested that we allow people to pay the condo fees via credit card to try and eliminate non-payment of condo fees by owners - *Still on going*

### Closed:

-

### Seasonal On Holds:

- Eaves Troughing repair and replacement - No schedule as of yet Triton has been in contact with them - Looks like some of these will need to be replaced and some just re-aligned
- Playground needs sand and grass cut. Repairs to equipment as needed. Also check into price of new playground equipment - Andrew raked the playground area. Linsey to look into the cost of a new playground. Linsey to show Triton the possible dangers of the playground so this can be fixed - Haven't heard any outcome on this issue yet. - Triton & Linsey never got a chance to get together this past summer. However Linsey did look up a comparable play structure from BlueImp. Cost of replacement Approximately \$20,000.00. We may be able to get used play structure equipment from downtown daycare.

### Adjournment:

- 20:44