

Yellowknife Condominium Corporation #6

Board Meeting

March 21, 2019

Agenda

Scheduled Attendees: Greg Irvine, Neil White, Colin Charlton, Chris Bertoli, Ryan Schuler, Jacques Broberge, Ambar Naveed, Terrilyn Hayden(Crowe Mackay) & Ryan Sundberg(Triton)

In Attendance: *Greg Irvine, Neil White, Colin Charlton, Chris Bertoli, Jacques Broberge & Ryan Sundberg(Triton)*

Regrets: *Terrilyn Hayden(Crowe Mackay), Ambar Naveed & Ryan Schuler*

Scheduled Call to order 19:00
Called to Order at: *19:05*

Changes to Minutes for Month: February

Approval of Agenda for Month: March
Motion put forward: *Neil*
Second: *Colin*

Finance Report

- Account Receivable - *Available upon request - We have 6 outstanding units*
- Insurance Claims - *One claim for two units 11 & 9*
- Reserve Fund - *Available upon request*
- Maintenance Estimates - *Available upon request*
- Loans - None
- Note -

Maintenance Report

New:

- Unit 25 - Melting Snow causing Ice Build up on front steps - On March 20, 2019 I received an email from the unit owner wondering if here eavestrough will be looked at this coming summer & that the snow on the front door roof top area is melting so fast with the possibility of the eavestrough being full of junk & ice that it is causing an ice build up on the stairs & walk way - *As of March 21, 2019 big chunks of ice was removed & the ice on the stairs were chipped off.*
- Unit 509 - Unit settled. On March 9, 2019 I received an email saying that the unit has seemed to settle thus causing the front door to stick & door not able to lock properly - As of March was looking for a follow up on when this can be looked at. As of March 13, 2019 Greg said he will speak with Ryan(Triton) to find out what is going on - As of March 20, 2019 I sent out an update email and received that the door has been adjusted but will need to come back to check out the underside - *As of March 21, 2019 will come back in the spring to look at adjusting the jacks under the house.*
- Unit 41 - As of January 2019 - Unit owner wanted to replace top bedroom window that opens back in 2018 however was unable to do so because the frame of the window opening(structure of window opening) is damaged therefore the window installer was not able to install the window correctly until this got resolved.

Open:

- Unit 47 - Chimney - As of October 18, 2018 unit owner would like his Chimney capped off before winter - As of November 22, 2018 this has been completed - As of December 13, 2018 Colin wanted this to be put back into open for now - As of January 17, 2018 still ongoing - As of February 21, 2019 still ongoing - *As of March 21, 2019 still ongoing.*
- Unit 11 - Fire - As most of you are aware we on the early morning of December 21, 2018 we had a major fire in Unit 11. Fortunately all occupants of the unit was able to escape the fire safely. The other units in the fourplex was also able to get out safely. As you will see we have the area blocked off and we have 24 hour security. We are working with Triton, Our insurance, Yellowknife Fire Marshal, Structural engineer to determine root cause along with our next steps for repair - As of January 17, 2019 this is still ongoing most likely spring before this is all completed, Wilf's is going the clean

up for us right now - *As of February 21, 2019 we are now in the process of rebuilding the inside. There is still some clean up in regards to the garage simply because the incident was still being investigated & no one was allowed in there.*

- Sewage Backed Up - On December 27, 2018 it looks like the sewer line was frozen thus backing up. So far this has effected Unit 501 & 505 - As of January 17, 2019 the flooring in the basement is still being dealt with. There has been no damage to unit 501. The manhole was backed up due to the amount of water that was used to put out the fire in Unit 11 & freezing. The line was steamed out - *As of February 21, 2019 we are still waiting for the flooring of Unit 505 to be replaced.*

Closed:

- Unit 72 - Space Heater under unit has a blown motor. Ryan(Triton) & Greg are working on getting that fixed - As of December 13, 2018 found out that due to the age of the heating unit this might actually just need to be replaced. Which might require Superior Propane to come in & redo the supply line - As of January 17, 2018 we are still waiting on the arrival of a new unit. Right now we have an electric heater in place - *As of February 21, 2018 this has been completed.*
- Unit 09 - Since unit owners can't stay in the unit due to smoke damage they would like to take advantage of this and get the copper pipes replaced - As of January 17, 2019 via email there was a motion put forward by Colin for approval, Greg second. At the board meeting we all agreed for the go a head - *As of February 21, 2019 this has been completed.*
- Unit 5 - Furnace Went Out - As of January 22, 2019 the unit owner came home late to find it very cold in the house. Was able to re-lite the pilot on the furnace however water started to show up on places it shouldn't thus indicating burst pipes. After a discussion with Greg I it was determined to replace the entire house with PEX - *As of February 21, 2019 this has been completed.*

Emails

New:

- Snow Clearing - An email has been sent out to unit owners stating that snow removal will take place on Thursday March 28, 2019
- Unit 26 - Questions about her Monthly Statements - On March 19, 2019 I receive an email about her monthly statements. I replied on the same day saying I will pass this off to Crowe MacKay & Ryan. *As of March 201, 2019 Crowe MacKay replied explaining how things are on her monthly statement.*

Open:

- All Units - Superior Propane - As of February 8, 2019 we were able to get a price reduction down to 0.64 cents per litre until August 2019
- Unit 501 - As of February 1, 2019 unit owner was just wondering what unit sold in the past year - As of February 20, 2019 I responded saying there was two units.

Closed:

- Unit 507 - As of October 23, 2018 wanted to know if we could give him a two week pass for the parking as he is on a two week shift at the minds thus would not fall under the one week stipulation in our By-Laws - Officially we never did get the parking pass resolved so the solution is to have someone else move his vehicle or leave it at another location - As of December 23, 2018 it was unclear if we should make this more of a policy or not. Need to look into getting the parking passes issued.

Website:

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Outstanding Items & Task:

New:

- Subdivision of Road Access - As of March 21, 2019 it was brought up that perhaps we should give our condo roads back to the city. We would need 100% signature from unit owners. Looking at Pro's & Con's by doing such a thing.
- Condominium Declaration - As of March 21, 2019 it was brought up that perhaps we should revisit the condo declaration for when these units were built.
- By-Law Wording for Windows - As of March 21, 2019 currently as it stands under 2.1(c) "Duties of the owners an owner shall" seems like the the owner is responsible to maintain, repair (and replace as needed) **the glass** in the window. The actual window itself (including frames and window hardware, but less the glass) and its juncture to the walls is the responsibility of the condo corporation.

Open:

- Water Insurance - It was brought to our attention that we are all paying the same water insurance amount per individual unit, however we figure that this amount should be divided by 56 units or water main services. As far as we know we only get 4 water main services from the city - As of March 29, 2018 still ongoing - As of June 14, 2018 still ongoing - As of July 19, 2018 still ongoing - As of October 18, 2018 still ongoing - As of November 22, 2018 this is still ongoing. It was brought up that perhaps the other condos are in the same boat as we are. Colin is the one looking into this so I will let him know of the suggestion - As of December 13, 2018 Colin suggested that we may get the help of McNiven Law Office on this - *As of January 17, 2019 this is still ongoing.*

- Reserve Fund Study - As usual we will be teaming up with other condo's to save money, we plan on having this done before the fall - As of October 18, 2018 we are on track for this to be started on October 25th & 26th - As of December 13, 2018 this is still ongoing - As of January 3, 2019 RFS has been completed need to review & approve - As of January 17, 2019 there was a few question brought up at the table for example a window replacement contingency. We will work through this via email - As of February we have not moved through this as planned yet - *As of March 21, 2019 we need to make some adjustments to include insurance increase still on going.*

- All Units - Cannabis - We need to find out the legal ruling on this and make decisions bases on that - As of October 18, 2018 the Government of Northwest Territories shared a Condominiums & the Legalization of Cannabis page in which I will email to all unit owners. The board is looking into what we are going to do pertaining to the Condominium Act 7.1(2) & 7.1(3) - As of November 22, 2018 a motion to vote was put forward to say there will be no growing of cannabis in our units. It was also mentioned that this be a policy & not a By-Law - As of December 13, 2018 we haven't fully come up with a solution on this yet. Will most likely have this brought to the 2019 AGM - As of January 17, 2019 still ongoing. We need to adopt the federal non-smoking policy to our by-laws, still need to speak with our insurance, exception due to medical - *As of February 21, 2019 our insurance will not cover us for damages done by unit owners who go above the law of stated plants in their unit.*

- Parking - As of September 20, 2018 it was brought up that we should have specific parking signs in all common areas - As of October 18, 2018 this is still ongoing - As of November 22, 2018 this is still ongoing. Colin to come up with the correct wording to be put on the signs - As of December 13, 2018 still ongoing - As of January still ongoing - As of February 21, 2019 Colin will email the board with pictures of signed that is around town & the board will make a division on what will be placed after. The verdict is out on if we are

going to do the parking pass, lottery(At AGM) or First come first serve basis -
*As of March 21, 2019 it was mentioned that we should make a few big signs &
one with a map of parking areas in the complex.*

Closed:

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Seasonal On Holds:

- Community Garden - It was brought up that perhaps we need to beautify the little landscape we have & if possible have a community garden - July 5, 2017 this was brought up via the AGM but would like to keep it in the monthly meeting minutes. An general email will go out to all unit owners to see who is interested in some beautification project - August 30, 2017 we didn't get the response we were expecting. Next year will send this out during spring time moving to Seasonal on holds. (bring back in March) - As of June 14, 2018 an email will be sent out to all with details before the end of June - *As of July 19, 2018 we still have not received any volunteers for this. We have decided to move this to Seasonal On Holds and bring it up again next year.*
- Vinyl on Decks - It was brought up that when the decks were replaced some of them still had vinyl on it. Some unit owners wanted this put back. However there was thoughts that this was done by individuals back in the day and not as group. So some had it and some did not. As of September 19, 2017 the quote for all 56 units including GST is just over \$96,000.00 - As of November 16, 2017 wanted to add the pony wall and come up with a plan at the AGM - As of March 29, 2018 the board is thinking that perhaps we should have a levy put on this - As of May 31, 2018 as planned we brought this up at the AGM - As of June 14, 2018 Motion put forward by Colin Charlton, 2nd Chris Bertoli. We will be moving forward with this. The board is to still get some

additional quotes but we have decided that the funds will come 50% out of the reserve fund & 50 % out of the operating fund - *As of July 19, 2018 this will be starting next year. To be put into Seasonal On Holds & brought back out in April or May.*

- Speed Bumps - As of September 20, 2018 it was brought up that we should have removable speed bumps instead of or in conjunction with the current speed bumps. Will look at this again in 2019.
- Unit 49 - Raspberry Bush - As of August 30, 2018 about the raspberry bushes being cut down for the second time & a mess being left behind. As of September 20, 2018 if the bushes does not grow back next year we Gold City Board will be replacing what was lost. Will look at this again in 2019.
- Unit 47 - Parking - At the top of the hill we need to add the “No Parking” with lines as people are running over Unit 47 garden area to get to a non parking spot - As of October 18, 2018 we can no longer paint on the ground so moving this to seasonal on holds.
- Road Work - It was noted that the road going around our complex had a few pot holes. Some cold patching work before winter needs to take place - As of October 18, 2018 was unable to get this done before the colder weather will put this in Seasonal on Holds.
- Utilidors - As of September 20, 2018 there was as recommendation by the contractors to put some sort of roofing protection on the utilidors as to prevent damage like we had before - As of October 18, 2018 was unable to get this done before the colder weather will put this in Seasonal on Holds.
- Paint for the condo - As most can always get a can or two from Unit 57 we are looking at getting the entire complex painted this summer. Looking for a quote - Unit 57 doesn't have any right now. Unit 47 does. Unit owners can get paint from Triton(Ryan). Still looking into a quote for the entire complex - As of June 14, 2018 Unit 57 now has 4 grey & 4 white cans, unit 47 has 4 white & 2 grey cans. We did some quotes, this is for green wood or unpainted wood this is not including any out dated wood. We got a quote from NDS emerald, TEL Contracting & we are waiting for a third quote - As of July 19, 2018 we have received three quotes - *As of October 18, 2018 we will be putting this into Seasonal on Holds.*
- Unit 27 - Eavestrough - As of April 30, 2018 Unit owner asked who takes care of the cleaning of the eavestrough. I replied stating that some unit owners do their own if it

is the lower ones however Triton did some last year. Greg replied stating that this is in the new maintenance agreement between YKCC6 & Triton - As of June 14, 2018 this is back on schedule. It was noted that some of them need to be adjusted & supported, some need to be replaced completely - As of July 19, 2018 Ryan(Triton) to send me a list of completed eavestrough cleaning. Email sent to unit owner to check it out - As of July 22, 2018 unit owner states that they still see a build up of debris on the front eavestroughs above the entrance door. There is moss that is causing the rain to spill over onto the steps instead of going through the pipes - As of September 23, 2018 email sent to unit owner to confirm that everything is clean now. No response as of yet - As of October 18, 2019 I did get a response from the unit owner & passed this info onto Ryan(Triton) at the board meeting. They will take care of this - *As of November 22, 2018 it is a little late in the season to be looking at this now. Will move to Seasonal On Holds.*

- Unit 5 - Back Deck - As of July 19, 2018 it was noted that work still needs to be done on this - As of September 20, 2018 back hand rails & balusters need to be replaced. Seems like dry rot - As of October 18, 2018 this is still ongoing - As of November 22, 2018 this has been completed - *As of December 13, 2018 Colin wanted this to be put into seasonal on holds.*

Adjournment:

- 20:27