

Yellowknife Condominium Corporation #6

Board Meeting

March 20, 2020

Agenda

Scheduled Attendees: Greg Irvine, Neil White, Colin Charlton, Jacques Broberge, Afzal Suri, Steve Schaub, Terrilyn Hayden(Crowe Mackay) & Ryan Sundberg(Triton)

In Attendance: *Greg Irvine, Neil White, Colin Charlton & Steve Schaub*

Regrets: *Jacques Broberge, Afzal Suri, Terrilyn Hayden(Crowe Mackay) & Ryan Sundberg(Triton)*

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

Changes to Minutes for Month: February - *None*

Approval of Agenda for Month: March
Motion put forward: *Neil White*
Second: *Greg Irvine*

Finance Report

- Account Receivable - *Available upon request - We have 3 outstanding unit*
- 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:

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Open:

- 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 of February 20, 2020 this is till on going. This is the shortened version. For full details go to meeting minutes January 2020 - *As of March 20, 2020 still ongoing.*
- Units 505 to 511 - Settlement/Leaning Adjustments - Do to the ground heaving these units will need to be levelled out. This is the shortened version. For full details go to meeting minutes October 2019. - As of October 24, 2019 this will be adjusted in November by Konge Construction - As of November 21,2019 still on going - As of December 19, 2019 still on going - As of January 23, 2020 Konge Construction starting to look into this - As of January 23, 2020 these building have been levelled. It was noted that a sewage sucker truck was brought in. Email to Greg & Ryan(Triton) to find out what happened - As of February 20, 2020 turns out it they just sucked out some water that was under the complex. We are going to need some more screw jacks. Konge did what they could with that they had. They also gave us two engineering quotes to look at - *As of March 20, 2020 still ongoing.*
- 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 damages therefore the window installer was not able to install the window correctly until this got resolved - As of April 18, 2019 Triton to look at this to correct the issue for the window installer to install the window - As of May 30, 2019 Triton has not come by to look at this yet. Unit owner has been in contact with Triton & Greg & was told they are awaiting a quote - As of June 20, 2019 Greg to follow up about this quote - As of July 18, 2019 still ongoing - As of August 22, 2019 still on going - As of October 24, 2019 the window that was ordered came in however it was damaged in delivery. Still on going - As of December 19,

2019 unknown as to what the temperature outside needs to warm up to before installation, still on going - *As of January 23, 2020 just waiting for warmer weather.*

- Unit 7 - Door has huge crack - As of June 18, 2019 since the fire of December 2018 the emergency crew needed to kick the doors in to make sure everyone was out safely their door has not been fixed yet - As of July 18, 2019 Triton should have this done mid September. Since this was damaged as part of the fire of 2018 we are going to as Cathryn our adjuster to determine if the insurance covers it - As of August 22, 2019 this will be done in September - As of October 24, 2019 these doors are on back order from Igloo - As of November 21, 2019 this is still ongoing - As of December 19, 2019 unknown as to what the temperature outside needs to warm up to before installation, still on going - *As of January 23, 2020 just waiting for warmer weather.*
- Unit 5 - Front Door - As of November 21, 2019 since the fire of December 2018 the it was decided that all doors will be the same for that fourplex. The front door will be replaced however these doors are on back order from Igloo - As of November 21, 2019 this is still ongoing - As of December 19, 2019 unknown as to what the temperature outside needs to warm up to before installation, still on going - *As of January 23, 2020 just waiting for warmer weather.*
- Unit 15 - Door Not Fixed - As of June 18, 2019 since the fire of December 2018 the emergency crew needed to kick the doors in to make sure everyone was out safely their door has not been fixed yet - As of July 18, 2019 Triton should have this done mid September. Since this was damaged as part of the fire of 2018 we are going to as Cathryn our adjuster to determine if the insurance covers it - As of August 22, 2019 this will be done in September - As of October 24, 2019 these doors are on back order from Igloo - As of November 21, 2019 this is still ongoing - As of December 19, 2019 unknown as to what the temperature outside needs to warm up to before installation, still on going - *As of January 23, 2020 just waiting for warmer weather.*
- Unit 51 - Roof Issue - As of July 13, 2019 received an email stating that there might be an issue with their roof as there is some damage done inside - As of July 17, 2019 I sent an email to clarify the damage that was done inside as the email wasn't very clear - As of July 18, 2019 Triton wanted me to forward this email to him so I did - As of August 22, 2019 Greg will talk to Ryan(Triton) to look in the attic of this unit as we figure the bathroom exhaust fan has come off. The pictures showed what looks like surface mold. Easily cleanable, I sent a list of basic maintenance via email - As of October 24, 2019 we are unsure if Triton went to check the attic. We are also unsure if the unit owner cleaned up on the inside - As of November 21, 2019 Greg to followup with Triton(Ryan) to check the attic - As of December 19, 2019 still on going.

Secretary to follow up if they have cleaned up the inside & to see if Triton can come by to make sure the exhaust vent is going up through the pipe - As of January 23, 2020 still haven't heard anything back from unit owner - As of February 12, 2020 they unit owner was out of the country he expects to have this cleaned up by end of the month - As of March 17, 2020 sent an email asking what time next week can Triton come by to inspect the attic space - *As of March 18, 2020 Unit owner will be available March 25 from 14:00 onwards.*

- Units 22 to 28 - As of October 24, 2019 since the re-wrapping of the siding to the fourplex the only items outstanding now are the unit number, door bells & light fixture. Triton to send picture of new items to Greg & Colin for approval. Colin did ask Triton to find corresponding size & numbers in matte black - As of November 21, 2019 this is still on going - As of December 19, 2019 unknown as to what the temperature outside needs to warm up to before installation, still on going - As of January 23, 2020 just waiting for warmer weather - *As of February 20, 2020 Lights have been put back, Door bell has been put back. Number still outstanding.*
- Unit 70 - Plex hose getting stuck in exhaust vent - As of January 19, 2020 unit owners furnace stopped which has happened before and it seems to be the exhaust vent plugs up with ice. He usually unplugs it with a flex hose he puts up the exhaust vent only to get it stuck. Unit owner called superior & they were able to pull the plex hose out - As of February 15, 2020 email has been sent to unit owner to conform to proper furnace standards - As of February 13, 2020 email response they are out of the country right now but has been working with Superior Propane to get this resolved by end of March - *As of February 20, 2020 still on going.*

Closed:

- Unit 65 - Master Bedroom Casement Window - As of September 17, 2019 email was received about the window not closing all the way & was under the impression that windows are condo responsibility - As of September 22, 2019 I passed on that what our By-Law says Article 2.1(c). The reply was it is not the glass it is the window frame which doesn't close all the way. I passed this onto the rest of the board & thought Triton would stop by to take a look - As of September 30, 2019 I sent a follow up email to the board but no response - As of November 15, 2019 Looking back at the October meeting minutes this item was missed - As of November 21, 2019 Greg to talk to Triton(Ryan) to look into this - As of December 19, 2019 secretary to touch base with unit owner & to see if Triton can come by to take a look at the window - As of January 23, 2020 still ongoing - As of February 13, 2020 email response they have

been in contact with Canglow to replace their window - *As of February 20, 2020 moving to close as this is no longer for the condo to look into.*

- Unit 19 - Water leak from ceiling - As of October 26, 2019 an email was received stating water is leak from ceiling - As of October 31, 2019 I went to check this out myself & took pictures then followed up with Triton. This was the response Yes it was their issue, I told them fix it and silicone around there faucets - As per November 21, 2019 Greg will followup with Triton(Ryan) to do a follow up inspection to make sure it is done - *As of February 20, 2020 this has been confirmed done.*

Emails

New:

- Unit 75 - Vehicle Break In Attempt - As of March 02, 2020 received an email that there was a vehicle break in attempt along with some syphoning of gas from a work vehicle.
- Notice to Owners - Presidents Message Interm Insurance Update - As of March 14, 2020 an Email was sent to all unit owners.
- Notice to Owners - Certificate of Insurance - As of March 14, 2020 an Email was sent to all unit owners.
- Notice to Owners - Warming Up of Vehicles Part 2 - As of March 17, 2020 an Email was sent to all unit owners.
- Notice to Owners - Vehicle Security - As of March 17, 2020 an Email was sent to all unit owners.

Open:

- Unit 25 - Snow Removal Issue - As of February 14, 2020 received an email in regards to snow removal of exclusive use driveway, potential hazard. Would like this noted & would like to be at the next monthly board meeting - *As of February 16, 2020 response to unit's email has been given.*

Closed:

- Unit 521 - It was noticed that there was some bags of insulation out front of the unit. Wanted to know if there was something going on. Basic renovations or something else that we should know about - As of February 12, 2020 email sent to unit owner - *As of February 13, 2020 unit owner said my drain froze up when I was away at Christmas, but luckily my friend that was staying there is a plumber. Apparently the pipe under the unit wasn't insulated properly, it's all good now.*
- Unit 501 - Home business Day Home - As of January 25, 2020 I received an email stating that they have a potential renter however wants to know if they will be able to run a Day Home out of that unit - As of January 29, 2020 email sent out internally to vote/discuss this prior to next meeting - *As of February 12, 2020 still ongoing - As of February 13, 2020 this request has been pulled back.*

Website:

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Outstanding Items & Task:

New:

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Open:

- By-Law wording for Insurance - As of May 30, 2019 it was mentioned that our By-Laws for the insurance portion might be outdated. Need to also look at the Condominium Act which may outline what needs to be - As of June 20, 2019 still ongoing - As of July 18, 2019 still ongoing - As of August 22, 2019 still on going - As of October 24, 2019 still on going - *As of January 23, 2020 still on going.*
- By-Law wording for Home Owner Insurance - As of May 30, 2019 it was mentioned that we need to look into this a little further. Condominium Act may outline this - As of June 20, 2019 still ongoing - As of July 18, 2019 still ongoing - As of August 22, 2019 still on going - As of October 24, 2019 still on going - *As of January 23, 2020 still on going.*
- No Parking Sign - As of November 21, 2019 it was decided that a “No Parking” sign needs to be placed on the side of Unit 46 - As of December 19, 2019 Triton to look into - *As of January 23, 2020 still on going.*
- By-Law wording for Windows - As of November 21, 2019 it was mentioned that our By-Laws for the “Windows” portion might be outdated & miss leading - *As of January 23, 2020 still on going.*
- By-Law wording for Duties of the Owners An Owner Shall (c) - Need to add supply lines to fixtures & appliances - *As of January 23, 2020 need to add betterment & contents, water, liability needs to say two million for insurance.*

Closed:

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Seasonal On Holds:

- 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 - As of May 30, 2019 still ongoing.
- Utilidor's - As of September 20, 2018 there was a recommendation by the contractors to put some sort of roofing protection on the utilidor's 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 - As of April 18, 2019 Triton to find wood sealer. Due June - As of May 30, 2019 as soon as the weather permits this will be done - As of June 20, 2019 we have 5 of these on the go. Still ongoing - As of July 18, 2019 this has been completed with the exception of the ones that go under the building. 22-28, 68-72 this is scheduled for next year.
- 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 - As per April 18, 2019 this is with McNiven to work the Declaration - As of May 30, 2019 still ongoing - As of June 20, 2019 still ongoing - As of July 18, 2019 still ongoing - As of August 22, 2019 this will be put in 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 - As of May 30, 2019 the budget allows for landscaping for the area - As of June 20, 2019 as we left this last meeting Colin was to follow up on getting someone to look after the

beatification for us with a max budget of \$3000.00 - As of July 18, 2019 still ongoing - As of August 22, 2019 this will be put in seasonal on holds.

- 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 - As of May 30, 2019 will look at this sometime this summer - As of June 20, 2019 Greg to look into this with Alberta Traffic - As of July 18, 2019 still ongoing - As of August 22, 2019 this will be put 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 - As of May 30, 2019 you will be able to pick up paint at unit 47 & 57. It was also mentioned that perhaps we can can Odd Jobs to come & paint - As of June 20, 2019 a RFQ has gone out. However you can still pick up some paint at unit 57 - As of July 18, 2019 still ongoing - As of August 22, 2019 we never were able to get a commitment from any one so this will be put in seasonal on holds.
- Chimney - Unit 47 & 517 need to have their chimney capped of next year. This is the shortened version. For full details go to meeting minutes October 2019.
- Shingle Peel Off - Unit 39 & 61 both unit have had their shingles peeled off due to weather. As both these units were fixed before they have come of again. This is the shortened version. For full details go to meeting minutes October 2019.
- Unit 71 - Bottom Deck & Top Deck - As of June 20, 2019 both the decks is planked wood & not plywood. Wanted to know if this was going to get changed out before the Duradek gets put into place - As of July 18, 2019 Triton should have this done mid August they will just put plywood ovetop of it then the Duradek - As of August 22, 2019 still on going - As of October 24, 2019 this is still on going & will be placed in seasonal on holds.
- Unit 71 - Bottom Hand Rails - As of June 20, 2019 - The bottom hand rails have not been done on both sides. Unit owner had to add their own but would like it replaced

properly - As of July 18, 2019 Triton should have this done mid August - As of August 22, 2019 this will be done in September - As of October 24, 2019 this is still on going & will be placed in seasonal on holds - As of November 17, 2019 this was done by the unit owner himself.

- Unit 72 - Bottom Deck - As of June 20, 2019 Noticed that the bottom deck is planked wood & not plywood. Wanted to know if this was going to get changed out before the Duradek gets put into place - As of July 18, 2019 Triton should have this done mid August they will just put plywood overtop of it then the Duradek -As of August 22, 2019 still on going - As of October 24, 2019 this is still on going & will be placed in seasonal on holds.
- Unit 72 - Front Stairs - As of August 22, 2019 received an email stating that there seems to be some rotten steps not to sure about the stringers - As of August 22, 2019 email forwarded to Maintenance & Triton - As of October 24, 2019 this is still on going & will be placed in seasonal on holds.
- Eavestrough - The entire complex needs to have new eavestrough put in. We are hoping to get this done in 2020. Unit 27's was never cleaned out & Unit 48's eavestrough was damaged by a moving truck some time in late September. This is the shortened version. For full details go to meeting minutes October 2019.
- Unit 505 & 507 - Cracks in Driveway - As of July 17, 2019 received an email stating that there is many cracks in the driveway can these be filled and sealed or perhaps I be supplied with/ reimbursed for the crack filler and driveway sealer? Estimate ~\$250 for materials - As of July 18, 2019 Triton should have this done mid August - As of August 22, 2019 this will be done in September - As of October 24, 2019 this is still on going & will be placed in seasonal on holds.
- Vinyl on Decks - As of October 24, 2019 this did not go as planned for installation. As the season has now gone we will do this in the summer of 2020. This is the shortened version. For full details go to meeting minutes October 2019.
- Unit 515 - As of October 24, 2019 it was noted that the insulation on the sewer line for 515 was found to be wet when unit 517 was re-insulated and the contractor suggested that it should be looked at to see if it was the sewer line or just carry-over from when unit 517 was leaking - As of November 21, 2019 turns out the insulation was wet due to the broken sewage line. Pipe was fixed & re-insulated by CMS. Will make note in Seasonal On Holds that the underneath of this fourplex needs to be cleaned up come summer.

- 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 August 22, 2019 this will be put in seasonal on holds - This is the shortened version. For full details go to meeting minutes November 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 24, 2019 as the season has now gone we will do this in the summer of 2020. This is the shortened version. For full details go to meeting minutes November 2019.
- 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 - As of May 30, 2019 as soon as the weather permits this will be done - As of June 20, 2019 it looks like some spots where done but not all. Still ongoing - As of July 18, 2019 still ongoing - As of August 19, 2019 Unit 41 sent an email stating that the pot holes are getting bigger, possible sink holes - As of August 22, 2019 this will be done in September - As of October 24, 2019 this has been completed - *As of December 19, 2019 this is to be moved to seasonal on holds.*
- All front Units - Come summer need to check for sewer piping under front fourplexes.
- Parking Complaint Unit 47 - As of November 9, 2019 Unit owner is having more and more trouble with people parking in the directly in front of unit 47. To the point where people are moving the temporary no parking sign out of the way to park. Would like to know when a more permanent solution will be put into place - As of November 21, 2019 this is still on going - As of December 19, 2019 still on going - *As of January 23, 2020 moving this to seasonal on holds.*
- Flower Bed Move - Need to move the flower bed that sits between unit 21 & 23

Adjournment:

- 20:15