

Yellowknife Condominium Corporation #6

Board Meeting

February 25, 2020

Agenda

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

In Attendance: *Greg Irvine, Neil White, Colin Charlton, Jacques Broberge & Afzal Suri*

Regrets: *Steve Schaub & Ryan Sundberg(Triton)*

Scheduled Call to order 19:00

Called to Order at: *19:04*

Changes to Minutes for Month: January - Added Unit 22 Estoppel Certificate Request
- Added Copper Pipe Replacement task

Approval of Agenda for Month: February

Motion put forward: *Collin Charlton*

Second: *Jacques Broberge*

Finance Report

- Account Receivable - *Available upon request - We have 1 outstanding unit*
- Insurance Claims - *None*
- Reserve Fund - *Available upon request*
- Maintenance Estimates - *Available upon request*
- Loans - *None*
- Note -

Maintenance Report

New:

- Unit 515 - Underground Water Leak is causing buildup of Ice

Open:

- 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 - **This is the shortened version. For full details go to meeting minutes August 2020** - As of June 18, 2020 Triton to follow up with Diamond Glass suspect to start second week of July - As of July 08, 2020 unit owner wanted an update - As of July 16, 2020 should be done next week by Wilf - As of August 27, 2020 completed - As of August 31, 2020 I followed up with Unit 7 only to find out on September 22 via email that this was not completed - As of September 24, 2020 still on going Greg to follow up - As of November 19, 2020 this will be done next week - As of December 17, 2020 still on going - As of January 28, 2020 still on going - *As of February 25, 2021 this has been completed.*

Closed:

- Unit 70 - Plex hose getting stuck in exhaust vent - As of January 19, 2020 unit owners furnace stopped which has happened before & 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 - As of April 21, 2020 email has been sent for an update - As of May 28, 2020 still on going - As of June 18, 2020 send an email to get a date for when this will be done - As of July 16, 2020 still on going - As of August 27, 2020 still on going - As of September 24, 2020 still on going - As of November 19,

2020 unit owner basically doesn't have to funds right now to upgrade their system nor to get the exhaust re-routed. Maintenance will look into this - As of December 17, 2020 looking to get Superior propane to take care of this will bill unit owner accordingly. *As of January 28, 2021 DTE did the work we have a copy of the invoice. The heat tape was removed.*

Emails

New:

- Unit 25 - As of February 8, 2021 email received stating that they called Superior Propane to fill the tanks during that cold snap. Her house got down o 16 degrees celsius when raised the temp there was no change. She suspected her furnace Superior found nothing wrong with that. Suspect propane gelling - As of February 10, 2021 after four(4) nights my furnace and temp finally worked. So propane is working - As of February 22, 2021 I forwarded the email to Maintenance - *As of February 25, 2021 completed.*
- Unit 41 - As of February 10, 20221 email received stating that a roommates truck equipped with a tow hitch & ball backed into the garage door. Emergency insulation was put in and garage heat is maintained at 10 degrees Celsius - *As of February 25, 2021 this has been completed.*
- Unit 73 - As of February 5, 2021 received an email about the neighbour complaining that the dog barks all day until around 14:00 when someone gets home. Unit owner was apologetic & will look for means to keep the dog quite - As of February 15, 2021 follow up email was sent & was told anti bark dog collar was coming in the mail.
- Unit 71 - As of February 15, 2021 received a phone call about what can be done about the dog barking at the neighbours house - As of February 15, 2021 I replied back stating that the neighbours are working on a solution.

Open:

- Unit 505 - Sewer Back Up - As of August 4, 2020 email received for approval of receipt for the work that was done in unit 505 total amount of \$2962.89 - As of August 27, 2020 this is under review - As of September 24, 2020 still under review - As of November 19, 2020 still under review - As off January 12, 2020 an email to Crowe MacKay was sent to print a cheque of the material cost only in the amount of \$282.89 - As of January 20, 2020 an email was sent to the unit owner to let them know of the Boards Decision.
- Unit 22 - As of January 27, 2020 there was a request to provide an Estoppel Certificate. *As of January 28, 2021 the Estoppel Certificate was given.*

Closed:

- Unit 47 - Reimbursement for Signs on Garbage Bins - As of July 23, 2020 email received for approval of receipt of sign that were put on our garbage bins total amount of \$173.48 - As of August 27, 2020 this is under review - As of September 24, 2020 tracking down cheque - As of November 19, 2020 tracking down approved email before getting cheque - As of December 14, 2020 email found & sent out for approval - As of December 15, 2020 all in approval cheque to be picked up & signed - *As of January 28, 2021 this has been completed.*

Website:

- As of May 28, 2020 it was brought up that perhaps there is an easier way to manager our website & control maintenance items, notice to all unit owners etc. The cost is approximately \$100/month vs the \$400 we are paying currently for the year. Afzal to send me a link of proposed sight - As of July 16, 2020 Afzal to send a live demo up internally - As of January 28, 2021 the Gold City email information for all unit owners needed to be sent to Afzal to start the new website - As of February 22, 2021 need to approve the cost for the new website. Also sent demo out to board members - *As of February 25, 2021 the cost of the new website was approved by all.*

Outstanding Items & Task:

New:

- Elected Board Member Positions - *As of February 25, 2021 the following took place*
 - *President - Colin Charlton - 1st Jacques Broberge, 2nd Neil White*
 - *Vice-President - Afzal Suri - 1st Neil White, 2nd Jacque Broberge*
 - *Treasurer - Jacques Broberge - 1st Neil White, 2nd Greg Irvine*
 - *Maintenance - Greg Irvine - 1st Colin Charlton, 2nd Afzal Suri*
 - *Secretary - Neil White - 1st Colin Charlton, 2nd Greg Irvine*
 - *Director - Steve Schaub - 1st Neil White, 2nd Jacque Broberge*

As of February 25, 2021 the above Board Members have been updated on the website

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 - As of May 28, 2020 still on going - As of July 16, still on going looking at getting Shirley Lavantane to help - As of September 24, 2020 still on going - As of December 17,

2020 still on going - As of January 28, 2021 still on going - *As of February 25, 2021 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 - As of May 28, 2020 still on going. - As of July 16, still on going looking at getting Shirley Lavantane to help - As of September 24, 2020 still on going - As of December 17, 2020 still on going - As of January 28, 2021 still on going - *As of February 25, 2021 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 - As of May 28, 2020 still on going - As of July 16, still on going looking at getting Shirley Lavantane to help - As of September 24, 2020 still on going - As of December 17, 2020 still on going - As of January 28, 2021 still on going - *As of February 25, 2021 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 -As of May 28, 2020 still on going - As of July 16, 2020 still on going looking at getting Shirley Lavantane to help - As of September 24, 2020 still on going - As of December 17, 2020 still on going - As of January 28, 2021 still on going - *As of February 25, 2021 still on going*
- AGM - Need to establish a date however with COVID-19 & laws in place a gathering is not permitted - As of April 23, 2020 president to send me a Presidents Message to send out to all unit owners - As of May 12 2020 the Presidents message was sent out to all unit owner - As of June 18, 2020 COVID-19 is still an ongoing concern. No date set as of yet - As of July 16, 2020 still ongoing no date set as of yet - As of August 27, 2020 we will attempt to schedule this in October - As of September 24, 2020 it was decided to get back to the AGM in February. So February 18, 2021 has been selected with alternate dates of February 11 & 25. We hope to do this remotely as we are still unsure of how COVID-19 will effect the 2021 year - *As of February 18, 2021 this has been completed.*
- COVID-19 - As many people are feeling the constraints of personal finance it was asked if YKCC6 is going to hold off on Condo Fees. It was a hard decision. The

condo fee is like a bill & bills still need to be paid. However banks have said that they are willing to do a relief on the mortgage side for their customers.

- Superior Propane 2020-2021 price agreement - As of August 27, 2020 this is under review - As of September 24, 2020 Colin spoke with Rick Miller & it seems that we are as it of 0.62 cents per litre. Just waiting for official letter from Superior Propane before send email to all - *As of December 4, 2020 the corrected & up to date contract has been signed by Superior Propane. An all owners email will be sent out shortly. The price adjustment was made to 0.574 cents per litre.*

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 as 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 - As of May 28, 2020 Triton(Ryan) & Colin are assessing a schedule to get this completed - As of June 18, 2020 after the decking has been done Triton will then look into getting this done behind Units 11-15 - *As of September 24, 2021 units behind 11-15 have not been done as of yet.*

- 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 l& scape 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 & bring it up again next year - As of May 30, 2019 the budget allows for l&scaping 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 JMS.*
- 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 - *As of August 27, 2020 we know where to order the they can get here in a week will have this completed next year.*
- Paint for the condo - **This is the shortened version. For full details go to meeting minutes January 21, 2021 and earlier.** As of July 16, 2020 Emerald painting is doing this work - *As of September 24, 2020 the painting has been completed for this year will start again next year.*

- Chimney - Unit 47, 57, 72 & 517 need to have their chimney capped of next year. This is the shortened version. For full details go to meeting minutes October 2019 - As of June 18, 2020 when we get Unico Roofing in they will actually remove the chimney at the extra cost of each unit owner - As of July 16, 2020 we are not getting an answer from Unico will try SKY - As of September 24, 2020 will have to do this next year - *As of December 17, 2020 it was decided that we will have the chimney removed for units that have upgraded their system. Units 15, 28, 47, 57, 72 & 517.*

- 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 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 - *As of September 24, 2020 still on going, place in seasonal on holds.*

- Unit 71 - Bottom H& Rails - As of June 20, 2019 - The bottom h& 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 - *As of September 24, 2020 still on going, place 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 - As of May 28, 2020 we are hoping to get Northern Eaves in this year to fix unit 48 first & since they will be here hopefully fix all the eaves drops - As of September 24, 2020 will put in seasonal oh holds.

- 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 & sealed or perhaps I be supplied with/ reimbursed for the crack filler & 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 - As of September 24, 2020 this will be looked at in accordance to the RFS. Year of 2022.

- 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 - As of May 28, 2020 we need to wait for the evening weather to be above 10 degrees every night in order to insure the glue to bond correctly with the wood. It was also brought up that if the area's in which the Aurora & Triton need to work is not cleared then Triton will remove the items off the Top, Bottom & Front deck at a cost of \$150.00 which will be invoiced to the unit owner - As of June Duradek has begun - *As of September 24, 2020 unit 501-521 have been completed back & front. All 56 units front top steps have been done. Will continue next year.*
- 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 were 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 - *As of July 16, 2020 starting schedule for ash fault replacement to take place in 2021.*
- All front Units - Come summer need to check for sewer piping under front fourplexes - *As of May 28, 2020 it was decided that this will be checked under all units.*
- 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 - As of April 23, 2020 the numbers have been ordered - As of May 28, 2020 just waiting for the numbers to arrive - As of June 18, 2020 still ongoing - As of July 16, 2020 still on going - As of August 27, 2020 the numbers have arrived & are starting to be put up - As of September 24, 2020 still on going - *As of November 19, 2020 due to the numbers arriving late & winter it was decided to put this on seasonal on holds for 2021.*

- Unit 501-521 - As of June 15, 2020 an email was sent to these units to let them know that the duradek will be taking place on their unit this week. They must remove all items from their upper back deck, lower back deck & front stairs - As of September 24, 2020 still on going. Clean up needs to be done & spindles on 517 - As of November 19, 2020 this will be put into seasonal on holds - *As of December 17, 2020 this has been completed.*
- Unit 28 - Wet Crawl Space - As of August 4, 2020 received an email from unit owner concerned about water build up in crawl space along with condensation build up on & in the vapour barrier under the unit. Also wanted to know who's responsible for the insulation in the crawl space for the bottom floor - As of August 27, 2020 this is under review - As of September 24, 2020 I will follow up with Unit owner - *As of November 19, 2020 this is to be put into seasonal on holds.*
- 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. - This is the second shortened version. For full details go to meeting minutes August 2020** - As of June 18, 2020 Triton to go underneath to make sure it is dry before moving forward - As of July 16, 2020 going to speak to Konge construction to order some screw jacks - As of August 27, 2020 still on going - As of September 24, 2020 still on going Greg to follow up - As of November 19, 2020 still on going Greg to follow up - *As of December 17, 2020 this is to be put into seasonal on holds.*
- Unit 25 - As of July 02, 2020 email was received asking if we can get the willow tree trimmed & Fence between units fixed. She would like to add a deck in the back yard but no contractor will give a quote until the safety concerns are addressed - As of July

07, 2020 email was forwarded to Maintenance - As of August 27, 2020 the willow tree has been trimmed. During Colin & I walk around we noticed the fence was not fixed. Still on going - As of September 24, 2020 this will be looked at next year - *As of November 19, 2020 this will be put into seasonal on holds.*

- Copper Pipping Replacements - As of January 28, 2020 it was decided to pick a fourplex and make sure that it is completed then pick another fourplex - *As of February 25, 2021 Unit 505 is first then unit 25 after those two units it will be completed by fourplex.*

- Adjournment:

- 20.01