

Yellowknife Condominium Corporation #6

Board Meeting

July 15, 2021

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 & Steve Schaub*

Regrets: *Afzal Suri & Ryan Sundberg(Triton)*

Scheduled Call to order 19:00
Called to Order at: *19:04*

Changes to Minutes for Month: June - Date of meeting from June 17 to June 24

Approval of Agenda for Month: July
Motion put forward: *Neil White*
Second: *Colin Charlton*

Finance Report

- Account Receivable - *Available upon request - We have 2 outstanding unit*
- Insurance Claims - *None*
- Reserve Fund - *Available upon request*
- Maintenance Estimates - *Available upon request*
- Loans - *None*
- Note -

Maintenance Report

New:

- Unit 77 - Front Stairs Safety Issue - As of July 8, 2021 email was received about front steps rotting. Same day Greg asked Triton to look into this - *As of July 15, 2021 still on going.*

Open:

- Unit 72 - Outside Water on side of house still leaking - As of May 20 2021 - This was noticed in the winter with the large icicle hanging down but when it melt everything seemed ok. Triton will check it out - As of June 24, 2021 still on gong - As of July 12, 2021 Unit owner of 72 says that tap seems to still be leaking as there is a wet spot under it - *As of July 15, 2021 Triton turned of the tap on the inside under unit outside faucet will be replaced with PEX Non-Freeze Wall Hydrant with vacuum or Anti-Siphon Frost Proof sillcock.*
- Unit 517 - Birds Nesting in Vents - As of May 20, 2021 - Unit owner said it still sounds like the birds are nesting in the unused vent pipes in their unit & possibly other units. Triton to check all units 503-521, 5-11, 24 & 29 - *As of July 15, 2021 still on going.*
- Unit 63 - Crawl Space Water build up - As of June 6, 2021 unit owner wants to know when Triton can come by & pump out the crawl space - As of June 7, 2021 Triton said next week they will be starting - As of June 24, 2021 still on gong - *As of July 15, 2021 Triton checked & it was dry will check again next week since we had some rain.*
- Unit 46 - Maintenance Questions - As of June 2, 2021 unit owner is wondering about the paint, Duradek & Fence Repair between the two units - As of June 7, 2021 Triton said next week they will be starting - As of June 24, 2021 still on gong - *As of July 15, 2021 Emerald Isle Painting only has one person committed to finishing off the painting in the entire complex. Duradek are making their way around, fence repair being done by Triton. Still on going.*

- Unit 515 - Leak on Ceiling - As of May 30, 2021 unit owner wanted to let us know they have a leak on the main floor - As of May 31, 2021 asked if leak was taken care of. Also email forwarded to Maintenance - As of June 1, 2021 Triton was to check this out - As of June 24, 2021 still on gong - As of July 13, 2021 unit owner said I ended up getting central Mechanical to fix the leak but TRITON was suppose to come by to fix the ceiling and they haven't been by yet - *As of July 15, 2021 still on going.*
- Unit 55 - Burst Pipe Kitchen & laundry Hallway - As of June 18, 2021 unit owner wanted to know about Condo Insurance & By-Law. As of June 24, 2021 information sent to unit owner. *As of July 15, Triton, Greg, Unit owner & Delanie Plumbing have this scheduled for next week. Still on going.*

Closed:

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Emails

New:

- Unit 17 - Leaking Window & Drywall damage - As of July 9, 2021 was informed by Triton Rentals that a friend of new unit owner had some concerns - *As of July 15, 2021 will have Triton look into this.*
- Unit 25 - Duradek - As of July 4, 2021 unit owner advised that Triton has done their part but Duradek people have not - *As of July 13, 2021 unit owner informed us that Duradek did leave a note stating when they will be by to install the duradek. It is now completed.*

- Unit 43 - Spindles on deck - As of July 12, 2021 unit owner complemented us on the duradek install however some of the spindles on the deck are broken & need replacement - *As of July 15, 2021 We have some spare spindles painted behind unit 5 I do believe ready to go. May want to check with Ryan or the painter not sure if they are all needed or not.*
- Unit 17 - New Unit Owner Package - As of July 9, 2021 a new unit owners package has been given.
- Unit 501 - Estoppel Certificate - As of July 1, 2021 Request for estoppel certificate was asked - As of July 13, 2021 estoppel certificate was given.
- Unit 501 - New Unit Owner Package - As of July 8, 2021 a new unit owners package has been given.
- Unit 5 - Estoppel Certificate - As of July 7, 2021 request for estoppel certificate was asked - As of July 13, 2021 estoppel certificate was given.
- General Talk - Unit owners have noticed items outside of homes that are unpleasing to the eye - *As of July 15, 2021 email will be sent to suspected unit owner to remove house hold appliance from from yard with in 48 hours & have it properly disposed of.*

Open:

- Unit 49 - Hot Water Tank Leak - As of June 16, 2021 unit owner let us know that their Hot Water Tank has leaked, they have taken care of it but wanted an updated copy of the condo insurance. Also wanted to mention that they will upgrade their furnace as well & to be put on the list - *As of July 15, 2021 haven't heard much back not to sure if the furnace was update yet.*
- Unit 25 - Cigarette Butts - As of June 7, 2021 unit owner wanted to know the policy of cigarettes butts. They are being thrown on driveways & flower beds near this unit - *As of July 15, 2021 will ask Triton to look into this.*

- Unit 29 - Maintenance Questions - As of June 8, 2021 unit owner had some questions about missing insulation, exterior vents stuck open thus inviting birds in, High Efficiency pipes need to be closed in - As of June 24, 2021 Chimney removal added to the list. Another items Triton to follow up on - *As of July 15, 2021 still on going.*
- Unit 17 - Estoppel Certificate - As of June 19, 2021 Request for Estoppel Certificate was asked. Same day Estoppel Certificate was given.
- Unit 519 - New Unit Owner Package - As of June 28, 2021 a new unit owners package has been given.

Closed:

- Unit 26 - Balcony Staircase - As of May 9, 2021 email received requesting approval for a spiral staircase - Email was forwarded internally to all board members, consensus seems to be against any additional staircases due to liability, maintenance & uniformity of the condominium - *As of June 7, 2021 email was sent to unit owner.*
- Unit 43 - Propane Blankets - As of May 20, 2021 - Unit owner was concerned that the propane blankets have not been removed as of yet. A few email from Maintenance has already been sent to Superior about this - *As of June 4, 2021 this has been completed.*
- Unit 519 - Estoppel Certificate - As of May 26, 2021 estoppel certificate was requested - As of June 7, 2021 estoppel certificate was given.

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. Also the cost of the current website was approved by all - As of April 13, 2021 email from Condo Control was sent to me - As of April 22, 2021 still ongoing - As of May 16, 2021 still ongoing - *As of June 24, 2021 still on going.*

Outst&ing Items & Task:

New:

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 - As of March 18, 2021 completed - *As of April 22, 2021 awaiting updated file.*
- 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 - As of March 18, 2021 completed - *As of April 22, 2021 awaiting updated file.*

- 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 - As of March 18, 2021 completed - *As of April 22, 2021 awaiting updated file.*
- 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 - As of March 18, 2021 completed - *As of April 22, 2021 awaiting updated file.*
- 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.

Closed:

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Seasonal On Holds:

- 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 - As of June 24, 2021 still on gong - *As of July 15, 2021*
- 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.*
- Beautification Project - 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 - *As of June 24, 2021 still on hold.*
- 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 - *As of June 24, 2021 we are looking at at 2022 completion date.*

- Paint for the condo - **This is the shortened version. For full details go to meeting minutes January 21, 2021 & 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 - As of May 20, 2021 we are hoping to have this resumed again starting in June - *As of June 24, 2021 this has all been taken care of. Completed.*
- Chimney - **This is the shortened version. For full details go to meeting minutes June 24, 2021 & earlier.** As of May 31, 2021 email sent to units involved that Levi will be contacting them to take a look at the job per unit - *As of July 7, 2021 everything that was on Levi's list has been completed.*
- 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 - *As of July 15, 2021 when it's time Triton will replace the deck wood & Duradek will do their thing.*
- 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 - *As of July 15, 2021 when it's time Triton will replace the deck wood & Duradek will do their thing.*
- 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 - As of June 24, 2021 we are holding off due to paving in the front - *As of July 15, 2021 looks like we will be moving forward with this. Expected due date end of August.*

- 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 - **This is the shortened version. For full details go to meeting minutes January 21, 2021 & earlier.**- As of May 20, 2021 hope to have this started mid June - As of June 24, 2021 this has started, emails has gone out to Units 5-57. Will get updated list from Maintenance - *As of July 15, 2021 just waiting on updated completion list from maintenance. Duradek is just moving along. Email to unit owners to come out soon.*
- 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 - As of June 24, 2021 still on gong - *As of July 15, 2021*
- 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 - *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 - *As of March 18, 2021 we need to pick a plumber to do the work.*
- All Units- **This is the shortened version. For full details go to meeting minutes April 22, 2021**- 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 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 - As of March 18, 2021 we will ask Triton to start going in via April to start pumping out water - As of April 22, 2021 it might be easier to get Triton to go in under unit 26 as the access is outside rather than unit 28 to start pumping out the water - As of May 20, 2021 still on going - As of June 7, 2021 Triton said next week they will be starting - *As of July 15, 2021 Triton said dry under unit therefore unit 26 should be dry.*
- 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 - As of June 24, 2021 still on going but will have Stantec or Konge construction to get back to us - *As of July 15, 2021 still on going.*

- 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 - As of May 20, 2021 we will get the fence between the two units fixed - *As of July 15, 2021 still on going.*

- Copper Pipping Replacements - As of January 28, 2020 it was decided to pick a fourplex & 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 - As of March 18, 2021 we will send an email to both these unit owners then pick a fourplex to complete - As of April 25, 2021 email has been sent to unit owners 25 & 505. There as a question about Unit 70 copper pipes email was sent to that unit owner to take a few pictures for us - As of May 16, 2021 unit 25 wanted more info, unit 505 never responded & unit 70 provided the pictures we were looking for - As of June 24, 2021 still waiting to hear back from Wiseman for when they can come in - As of July 9, 2021 unit 25 said she would like to be added to the next schedule - *As of July 15, 2021 only unit 55 will be done thus far as they had a recent pipe burst.*

- Adjournment:

- 20:42