

Yellowknife Condominium Corporation #6

Board Meeting

December 13, 2022

Agenda

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

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

Regrets: *Ryan Sundberg(Triton)*

Scheduled Call to order 19:00

Called to Order at: *19:04*

Changes to Minutes for Month November: Added 41 & 49

Approval of Agenda for Month: December

Motion put forward: *Neil White*

Second: *Colin Charlton*

Finance Report

- Account Receivable - *Available upon request - None*
- Insurance Claims - *None*
- Reserve Fund - *Available upon request*
- Maintenance Estimates - *Available upon request*
- Loans - *None*
- Note -

Maintenance Report

New:

- Unit 28 - Propane issue on cold day - As of December 8, 2022 unit owner wanted to discuss the propane tank not being covered & low fuel causing not only unit 28 but the other units 26, 24 & 22 to loose heat also - *As of December 13, 2022 Unit 28 came onto the Zoom meeting to find out what the next steps are going to be with the tank. For now the issue has been resolved.*
- Superior Propane Contract - As of November 23, 2022 all unit owners got an email from Superior Propane letting us know the new PPL is \$0.7190. The board looking into if this is the new contract price - *As of December 13, 2022 we have not heard anything back from Superior Propane on this. In the meantime we suggest that everyone that received the individual emails of the current amount offered should hit yes before the due date otherwise you will be subject to the floating rates.*
- Superior Propane Quick Remote Meters - As of November 17, 2022 it was noticed that there is no quick remote meters on the outside of units 5/7/9/11 & 22/24/26/28. Right now the condo board is trying to get Superior Propane to install these units as soon as possible - *As of December 13, 2022 still ongoing.*

Open:

- Unit 509 - Levelling of Fourplex & Door - As of April 27, 2022 - Wanted to know when these items will be looked at - As of May 19, 2022 we have received one quote from Guy Architects, still waiting to hear back from Structural. Stantec will not bid on this contract because it is below their minimums so they have withdrawn - As of June 23, 2022 still ongoing - As of July 21, 2022 waiting to hear back from Structure All Ltd - As of August 25, 2022 we have not heard anything back from Structure All Ltd or Guy Architects. Both are in the main season & won't look at anything until fall - As of September 22, 2022 haven't heard back from them yet - As of October 27, 2022 still ongoing - As of November 17, 2022 still ongoing - *As of December 13, 2022 there was a crew that went in, scanned everything to be drafted & now is ready to go to Structure All Ltd or Guy Architects.*

- Unit 29 - Maintenance Items - I condensed this into one instead of 3 different line items.
 - Wood Skirting Front of Stairs - April 27, 2022 email received all seems to be destroyed wants to tear out and put gravel in place - As of July 21, 2022 was told this was completed - As of August 21, 2022 saw unit owner but we didn't talk about this don't know if this was front or back - As of August 25, 2022 going to have Side Jobs look into this - As of September 22, 2022 side jobs did not know where this was. Need clarification - As of October 27, 2022 still ongoing - *As of December 13, 2022 this will be moved to Seasonal On Holds.*
 - Fence - This item was close in September because it was mentioned that this was done. Will need to check it out - As of November 20, 2022 took pic of area in question - *As of December 13, 2022 this will be moved to Seasonal On Holds.*

- Unit 17 - As of July 06, 2022 Unit owner sent in pictures about leaking window. We have side jobs looking into this - As of July 19, 2022 we have received pictures from side jobs. Next steps soon to follow - As of July 21, 2022 ice dam over the years caused the window to warp thus causing the leak. Side jobs will take care of the damage inside & Canglow will take care of the windows about a 12 week wait - As of August 21, 2022 still waiting for the windows - As of September 22, 2022 still waiting for the windows - As of October 27, 2022 still waiting for the windows - As of November 17, 2022 this has been completed - *As of December 13, 2022 we were mistaken this was Unit 19 that was completed. Unit 17 the windows are here they just need to get a hold of the unit owner for a time.*
 - Side Jobs Noted that the the landing coming from the top stairs in front of the window the faces the driveway is spongy - *As of November 17, 2022 completed.*

- Unit 503 - Siding - As of October 28, 2022 wanted to know what to do with the siding that was removed for prepping to replace the floor - As of November 17, 2022 for me to follow up on - *As of December 13, 2022 still on going.*

- Snow Removal - As of November 17, 2022 a date needs to be set to remove the snow around the complex - *As of November 30, 2022 this was completed.*

- Propane Blankets - As of November 17, 2022 we need to put on the Propane blankets. Haven't heard anything back from Superior Propane - *As of December 3, 2022*

blankets were put on by Side Jobs but all they had were the tops. We don't know where the wrap around part of the blankets are.

- Unit 22 & Unit 24 - Unit Numbers - As of November 17, 2022 it was noticed that unit 22 & unit 24 numbers are placed lower than others around -
- Unit 49 - Pipe Burst - As of November 27, 2022 unit owner called a plumber to deal with the immediate leak. Wanted to know if this would be covered by the condo board if decided to go all pex. As per Greg it will be. As per Unit owner Roberts plumbing can do this around March time frame - As of December 13, 2022 all is good for now.
- Unit 41 - Drainage Frozen - As of December 5, 2022 mentioned that the drainage seems to be frozen. They have heat but water supply & drainage an issue - As of December 13, 2022

Closed:

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Emails

New:

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Open:

- Unit 507 - Superior Propane Question - As of November 13, 2022 Unit owner wanted to know if we all pay for transportation fee and Hazmat fee every month on our bills - As of November 15, 2022 I replied saying that my bill does not show that. Will ask

around - As of November 17, 2022 no one else is paying for these. We suspect that any new owners are paying because they don't know. So we suggest that the unit owner let Superior Propane know that in Gold City Court we don't pay those fees - *As of December 8, 2022 Unit owner will speak with Superior Propane.*

- Unit 39 - Snow Removal - As of November 9, 2022 Unit owner wanted to know if we can get at very least the main driveway, ingress and egress to Range Lake Road, and parking stalls cleared out more often. Other condos in the southern parts have theirs done more frequently - As of November 17, 2022 email was sent letting unit owner know that we don't do the driveways due to the history of damages to the garage door. However we still need to clear the main driveway - *As of November 30, 2022 this has been completed.*
- Unit 009 - Propane Account - As of November 17, 2022 we were informed by Superior Propane that there is no account set up for this unit. Secretary to follow up with unit owner - As of December 9, 2022 unit owner is sure there is an account set up they will follow up with Superior - *As of December 13, 2022 Unit owner is in the process of setting up the account.*

Closed:

- Unit 31 - Unit Sold/New Unit Owner - As of October 21, 2022 this unit has been sold and a new unit owner has joined. Secretary to send New Unit owner Welcome Package.

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 - As of August 19, 2021 still on going - As of September 9, 2021 still on going - As of November 18, 2021 still ongoing - As of December 8, 2021 the site went off the air by some upgrade done in the back office - As of December 10, 2021 the website has been restored. It was also noted that we are paying for the new website even though we haven't used it yet. Efforts will be made to move over to the new platform - As of December 21, 2021 email sent out to Condo Control awaiting their response - As of December 23, 2021 there will be an additional cost to restart our initial process in the new website - As of March 24, 2022 still on going - *As of May 19, 2022.*

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 - 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 - As of September 9, 2021 still on going - *As of September 23, 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 - As of March 18, 2021 completed - As of April 22, 2021 awaiting updated file - As of September 9, 2021 still on going - *As of September 23, 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 - As of March 18, 2021 completed - As of April 22, 2021 awaiting updated file - As of September 9, 2021 still on going - *As of September 23, 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 - As of March 18, 2021 completed - As of April 22, 2021 awaiting updated file - As of September 9, 2021 still on going - *As of September 23, 2021 still on going.*

- Survey Monkey - It was brought up that we should ask for best times for AGM via the survey Monkey - As of March 20 we need to determine who won the gift cards for participating in the Survey.

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 - As of September 9, 2021 we also need to add the utilidor's between unit 24-68 still on going - As of May 19, 2022 this will be started in June - As of June 23, 2022 still ongoing - As of August 25, 2022 nothing was done - *As of November 17, 2022 it was noted that unit 24-68 was done.*

- 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 - **This is the shortened version. For full details go to meeting minutes March 24, 2022-** *As of March 24, 2022 it was decided that this will be off the table and in it's place will be the 5 year beautification plan that was brought up at the AGM.*
- Speed Bumps - **This is the shortened version. For full details go to meeting minutes March 24, 2022-** *As of March 24, 2022 these will be done when we get the road work done.*
- 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 - As of September 9, 2021 unfortunately due to the scoping of the sewage pipes we had to put this project on hold - As of March 24, 2022 reached out for another quote to get at very least the front units done - As of May 19, 2022 waiting for a new quote from Levi for the 10 units across the front - As of July 21, 2022 Side Jobs have been fixing what they could but not a full replacement - As of

August 25, 2022 still on going - *As of September 22, 2022 we will do fourplex by fourplex.*

- 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 - As of July 21, 2022 this will be addressed when we do the regrading of the front - *As of August 25, 2022 the plan is to remove the asphalt and regrade this year. Then we will speak with the City of Yellowknife about the front area.*
- 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 on hold.*
- 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 - As of March 24, 2022 this will be completed this year. - *As of September 22, 2022 this is still ongoing.*
- 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.*
- 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.*

- 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 - As of December 21, 2021 unit 55 has been completed - As of May 19, 2022 unit 25 will pick a time & Date on when this will be done - As of August 25, 2022 waiting until September suggest that Wiseman's or CMS or JSL to help with this work - *As of September 22, 2022 will reach out to Levi.*
- Unit 503 - New Duradek Tear - As of August 14, 2021 Unit owner showed me that there is a tear in the duradek wanted to know if there is anything we can do while it is still warm out - As of September 9, 2021 Neil to follow up with Unit owner - As of September 23, 2021 Neil checked with unit owner & issue is still there. However Maintenance said that Aurora should be able to do this patch before winter hits - As of October 21, 2021 this will be looked at as of spring of next year. Moving to seasonal on holds - As of March 24, 2022 still on schedule to be done this spring - As of May 19, 2022 Greg to get a hold of them to get this done - *As of August 25, 2022 another company has come by made some measurements & will get back to us.*
- Unit 501 - Back Bottom Deck & Back Stairs - As of September 24, 2021 Wanted to know when these items can be repaired - As of October 19, 2021 email sent stating that if the back stairs need to be repaired that it will be removed instead for unity of the condo. As for back deck need clarification if they are talking about the part under the balcony or the back patio area - As of October 21, 2021 it was decided that this will be made to look the same as unit 503 next year. Moving to seasonal on holds - As of May 8, 2022 unit owner was following up on the deck & stairs. Also was concerned about the melting of snow and accumulation of water under the home - As of May 19, 2022 we need to approve the quote to get this started - *As of August 25, 2022 this has been completed.*

- Birds Nesting in Vents - All units have all put in inquiries about birds nesting in the vents. It was decided that in the summer we will get all exterior vents checked on all units - As of July 21, 2022 Side Jobs has done what they can do until the birds are done nesting. They will finish off what is left over when the birds leave - As of August 25, 2022 still on going - As of September 22, 2022 this still ongoing - *As of November 17, 2022 all is done except for units 9 & 11.*
- Lower Decks Slopping Inwards - It was noticed that the lower decks at Unit 55 & Unit 57 both have pools of water that are in the corner of the divider wall on the lower decks - As of May 19, 2022 still no solution on this - *As of September 22, 2022 thoughts of drilling a 1/4 inch hole would be sufficient however unit 57 is not all going to the corner. Doing nothing about this this winter. Ok to close for now.*
- Unit 35/37 - Water In Garage Spring - As of November 25, 2021 unit owner wanted to know if anything can be done to prevent water from coming into their garage during spring run off & when it rains - As of December 21, 2021 maintenance will look into a cold asphalt patch or weather stripping come summer. Will be put into Seasonal On Holds - As of May 19, 2022 will try to put a cold asphalt patch - As of July 21, 2022 it was suggested that the driveway be well cleaned before spring thaw - As of August 25, 2022 Email will be sent to unit owners - *As of September 22, 2022 not much we can do. Unit owner will have to just be on the ball to remove as much snow as possible before melt. When we repave then will will re-slope.*
- 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 - **This is the shortened version. For full details go to meeting minutes March 24, 2022-** As of September 26, 2021 Estoppel Certificate has been issues with Unit owner maintenance items which will be addressed in 2022 - As of June 23, 2022 still ongoing - As of July 20, 2022 this has been completed with the exception of new duradek - As of August 25, 2022 another company has come by made some measurements & will get back to us - As of September 22, 2022 haven't heard back from Floor it yet - *As of October 27, 2022 put into seasonal on holds.*
- 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 - As of March 24, 2022 will visit this come spring or mid summer - As of August 25, 2022 need to get a hold of NDS to see what is happening - As of September 22, 2022 going to ask Side Jobs to look into this - *As of October 27, 2022 put into seasonal on holds.*

- Unit 29 - Maintenance Items - I condensed this into one instead of 3 different line items.
 - Paint Front/Back/Stairs- As of July 21, 2022 was told this was completed - As of August 21, 2022 saw unit owner painting was not done as of yet. Email & pictures sent to maintenance - As of August 25, 2022 going to have Side Jobs look into this - *As of September 22, 2022 this will be moved to Seasonal On Hold.*

- Adjournment:

- 21:09