

Yellowknife Condominium Corporation #6

Board Meeting

April 20, 2023

Agenda

Scheduled Attendees: Greg Irvine, Neil White, Colin Charlton, Jacques Broberge, Afzal Suri, Steve Schaub & Lana Larocque

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

Regrets: *Broberge & Afzal Suri*

Scheduled Call to order 19:00
Called to Order at: *19:06*

Changes to Minutes for Month March: *None*

Approval of Agenda for Month: April
Motion put forward: *Neil White*
Second: *Steve Schaub*

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 17 - Water Leaking From Attic - As of April 7, 2023 unit owner sent pics via email of a leak from the attic which is effecting the ceiling & interior drywall - As of April 8, 2023 Aaron from All Around Carpentry has been informed - *As of April 20, 2023 still ongoing .*

Open:

- 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 - This is the third shortened version. For full details go to meeting minutes January 2023** - As of February 15, 2023 President & Maintenance in talks with Structure All Ltd - As of March 23, 2023 still on going - *As of April 20, 2023 still ongoing .*
- 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 - As of February 15, 2023 although this was done we don't know where the side wrap around portion went. Because we bought these we need to find out where they are - As of March 23, 2023 Maintenance has not heard back from emails sent to Superior Propane as of yet - *As of April 20, 2023 we will get all around to put them away. Need to find out where our completed sets went. The ones that are out there look like our old ones.*
- 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 - As of February 15, 2023 our representative for Superior Propane has not returned any emails

or VM - As of March 23, 2023 the President has not heard back from emails sent to Superior Propane as of yet. We are looking at other options for suppliers of Propane - *Still on going.*

- 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 - As of February 15, 202 - As of March 23, 2023 the President has not heard back from emails sent to Superior Propane as of yet - *As of April 20, 2023 still looking into this. The meters belong to each unit owner. Superior wants to move the meters back to outside.*
- Sign Replacement - As of February 15, 2023 Missing and damaged Parking, fire lane signs, oneway. Maintenance to look into this - As of March 23, 2023 we Maintenance will get ahold of Aaron - *As of April 20, 2023 still on going.*
- Unit 28 - Frozen Pipes - As of March 15, 2023 we were informed of frozen pipes and it burst. This happened because the Home Inspector left the front pane off the furnace therefore the safety switch was not pushed in and the furnace did not turn on. The issue is between the homeowner and Home Inspector. The issue is being looked at - As of March 23, 2023 this is this is not a board issue - *As of April 1, 2023 old unit owners insurance will take care of this.*
- Unit 66 - Flashing has come off again. As of March 23, 2023 will look at getting that done when the snow melts a little more - *As of April 20, 2023 getting all around to look into this.*

Closed:

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Emails

New:

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Open:

- Unit 19 - Building Blue Prints - As of March 19, 2023 unit owner was looking for the building blue prints - As of March 20, 2023 I sent him what I had on file which is just a PDF on how the units are laid out - As of March 21, 2023 unit owner was wondering if we have blueprints on the water lines that run through the basement - As of March 22, 2023 I included Maintenance and Greg replied back stating under the units are the sewage line and the water line - *As of April 20, 2023 secretary to let them know what we are looking for, board approval, approved carpenter & journeyman certificate.*
- Survey Monkey - Email will be sent out to all unit owners for feedback of the AGM - As of April 17, 2023 only 9 responses came back. Result have been sent to read over via the board. All answers & comments are anonymous.
- Unit 28 - Estoppel Certificate - As of March 20, 2023 estoppel certificate was given with two maintenance items one if which is home owners responsibility - As of March 23, 2023 unit owner disputed the Garage Door item - As of April 1, 2023 old unit owner has worked things out & will get the Garage Door Replaced - *As of April 20, 2023 the estoppel certificate states the garage door needs to be competed on or before August 15, 2023.*

Closed:

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Website:

- As of February 16, 2023 - **This is the shortened version. For full details go to meeting minutes March 24, 2022.** We are in the process of moving forward to changing website to CondoControl. Late March to early April we should be on the new system - As of March 23, 2023 falling a little behind on this but will still be on the new platform this year - *As of April 20, 2023. Secretary to but charge on personal card to get this started then get the board to reimburse at a later date.*

Outstanding Items & Task:

New:

- Invoice Approved - As of April 20, 2023 a motion was put forward on the floor by Colin C. He moved to remove the double approval on invoices & cost coding for a single approval on the invoice & cost coding. The signing of cheques will remain the same as a double approval. Motion was seconded by Neil White. Secretary then asked if there is any discussion. No discussion came up. A vote to approve the motion on the floor was accepted.

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 - As of April 6, 2023 Unit 39 won the gift card. Secretary to reach out to Unit owner via email then drop off the gift card - *As of April 20, 2023 gift card dropped off.*
- Elected Board Member Positions - *As of February 15, 2023 the following took place.*
 - *President - Colin Charlton - 1st Jacques Broberge, 2nd Steven Schaub*
 - *Vice-President - Afzal Suri - 1st Greg Irvine, 2nd Neil White*
 - *Treasurer - Jacques Broberge - 1st Colin Charlton, 2nd Neil White*
 - *Maintenance - Greg Irvine - 1st Neil White, 2nd Lana Larocque*
 - *Secretary - Neil White - 1st Greg Irvine, 2nd Colin Charlton*
 - *Director - Steve Schaub - 1st Greg Irvine, 2nd Jacque Broberge*
 - *Director - Lana Larocque - 1st Greg Irvine, 2nd Steve Schaub*
- Survey Monkey - Purchase of Survey Monkey was don on Neil White's Personal credit card. Reimbursement of \$201.60 - As of February 15, 2023 this was approved - As of March 23, 2023 this was coded via email so Crowe MacKay can move forward - *As of April 20, 2023*
- Existing Website - As of February 8, 2023 We have a bill from Kellet in the amount of \$420.00 for the hosting of our website for 2023 - As of February 15, 2023 this was approved - As of March 23, 2023 this was coded via email so Crowe MacKay can move forward - *As of April 20, 2023*
- Existing Website Outstanding Invoice - As of February 8, 2023 we were informed that there is an outstanding bill for the amount of \$420.00 for the hosting of our website for 2022. Leaving this for the treasure and crowe mackay to look into - *As of March 23, 2023 still on going.*

Closed:

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Seasonal On Holds:

- 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 - 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 going - 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 - *As of December 13, 2022 Behind units 11-15 still need to be 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 - *As of March 23, 2023 still ongoing.*
- 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.*

- 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 - *As of February we are going to wait for the owner of Unit 25 to return this summer and in the mean time we will get Unit 49 done.*
- 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 - As of February 15, 2023 since we don't have issues with these particular units we are not going to check for nesting birds - *As of April 20, 2023 this has been completed.*

- 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 - *As of February 15, 2023 Greg is going to put a hole in the corner come summer.*

- 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 - As of March 23, 2023 we will get All Around to look into this - *As of April 20, 2023 still on going.*

- 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 Hold.*
- 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 Hold.*
- 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 - *As of February 15, 2023 this will be done in the summer so moving to Seasonal On Hold.*
- 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 - *As of February 15, 2023 this will be done in the summer so moving to Seasonal On Hold.*

- Adjournment:

- 19:55