

Yellowknife Condominium Corporation #6

Board Meeting

May 16, 2024

Agenda

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

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

Regrets: *None*

Scheduled Call to order 19:00
Called to Order at: *19:07*

Changes to Minutes for Month: April - *None*

Approval of Agenda for Month: May
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:

- Gravel Sweeping - As of May 14, 2024 email was sent out to all unit owners on file to sweep all driveway gravel to the road - As of May 16 waiting to hear back from sweepers as machines are all broken right now.

Open:

- Copper Piping 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 - As of June 29, 2023 plumbers are hard to come by. Still on going - As of August 24, 2023 copper piping in unit 49 not done and patching of dry wall still needs to be done - As of September 21, 2023 still ongoing - As of October 26, 2023 Aaron and TSS should be good go for unit 25 & unit 49 at the end of November - As of November 23, 2023 this has not been started yet - As of December 14, 2023 Unit 49 is almost completed just the patching of the walls are left. For Unit 25 the start date is January 8, 2024 - As of April 25, 2024 this has been put on hold for now. However we will get the drywall painting done - *As of May 16, 2024 still on going.*

- Unit 72 - Flooding under Unit - As of September 5, 2023 found the crawl space to be flooded with water. After some investigation it was determined that the water was a broken water supply line under unit 70. However we also found standing water under unit 68. NDS helped us out in pumping out the water. The plumber showed up to replace the broken pipe. - As of September 15, 2023 red light still on the side of unit 72. Circulator pumps, electrical and spray foam needs to be looked at under unit 72 - As per September 21, 2023 electrical and pumps are good. Just waiting to get the spray foam done. The light on the outside is still on - As of October 26, 2023 we still need to get access to unit 68 so we can go underneath it. Neil to send the unit owner an email stating we need access or we are getting a locksmith to replace the locks - As of November 23, 2023 still no access to Unit 68. JP is going to look for why the red light is on - As of December 14, 2023 NDS still looking into why that light it flashing - As of January 25, 2024 NDS does not know why it is still flashing - As of April 2, 2024 this for the most part has been completed. Just some minor insulation still needs to be added & we are going to get a secondary pump out so we don't have this issue again. We are also going to make sure there is at least one 1" hole drilled at the base of the concrete that separates the units so water can drain through - *As of May 16, 2024 we are writing for the 1" holes to still be drilled*
- Units 505-511 - Building Levelling - As of April 16 email came in from unit owner wanting action taken to level out the building located on Range Lake Road - As per April 25, 2024 a formal email will be sent out to all unit owner effected by April 30, 2024 - As of May 6, 2024 unto owner reached out saying they have not receive the correspondence regarding levelling - As of May 7, 2024 Secretary noted the wrong email was given for the President - As of May 8, 2024 unit owner requested again action be taken for the levelling of the complex - As of May 14, 2024 email from President was sent to Unit owner - *As of May 16, 2024 send out president email about what is going on with that fourplex.*
- Unit 70 - As of April 25, 2024 unit owner says they can smell sewage in their basement area. Aaron from all around carpentry to look into this - *As of May 16, 2023 still on going.*

Closed:

- Main Water Line Broke - On March 10, 2024 water pressure low was noticed by some owners. Email went out. Later that evening it was brought to the attention of Unit 72 that water is flowing out of the crawl space. Even more later that evening it was noted that a pipe blew in the back yard of Unit 48. It took two days to complete the fix, suck out the water from under unit 72. It took a few weeks to replaced all electrical under the crawl space of Unit 66-72 along with a heater under unit 72 - *As of April 25, 2024 this has been completed*

Emails

New:

- Unit 517 - Estoppel Certificate - As of May 12, 2024 estoppel certificate was requested & granted.
- Unit 43 - Propane Blankets/Gravel Removal - As of May 6, 2024 email came in asking when the above items will be taken care of - *As of May 16, 2024 just waiting for the sweepers machines to be fixed. As for the propane blankets the plan is to get one of Aaron's people to remove, roll, tie, table the blankets and put it under units 5-11.*
- Unit 25 - Birch Tree Seedlings - Unit owner wanted to let people know that The NWT's Department of Environment and Climate Change says it's giving away free white birch seedlings to residents this year.
- Unit 505 - Adjuster wanting clarification of Standard Unit for Condo vs Owners Responsibility - As of May 16, 2024 unit owner was just following up if we can clarify the questions that the insurance adjuster had.

Open:

- Unit 503 - Shingle Damage to Vehicle - As of June 3, 2023 during the wind storm a single shingle came off the roof and caused damage to their vehicle & wanted to know what to do - As of June 4, 2023 I sent out an internal email for feedback but it seemed to have gotten missed - As of September 21, 2023 unit owner was following up on their question. It was decided by the board that the unit owner takes the vehicle to Haks Autobody, get a quote, send us a quote. They pay for it & then they send us the invoice - As of November 10, 2023 quote came in for board approval - As of November 23, 2023 board approved - As of December 14, 2023 Unit owner said they will bring this in early February to get done. Wanted to know who pays first us or them - As of December 14, 2023 Unit owner didn't know who pays first. I told her that she takes it in, she pays for it & then send us the invoice & we will pay her back - As of January 25, 2024 still ongoing - As of April 25, 2024 still ongoing - *As of May 16, 2024 still on going.*

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Closed:

- Certificate of Insurance 2024 - On March 10, 2024 the Certificate of Insurance was sent to all condo owners - *As of April 25, 2024 this has been completed.*

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 - As of June 29, 2023 still on going - As of August 24, 2023 still on going - As of August 24, 2023 still on going - As of September 21, 2023 still ongoing - As of October 26, 2023 still ongoing - As of November 23, 2023 still ongoing - As of December 14, still ongoing - *As of January 24, 2024 we are going to have to revisit this.*

Outstanding Items & Task:

New:

- Elected Board Member Positions - *As of April 25, 2024 the following took place*
 - *President - Colin Charlton - 1st Lana Larocque, 2nd Jacque Broberge*
 - *Vice-President - Afzal Suri - 1st Neil White, 2nd Jacque Broberge*
 - *Treasurer - Jacques Broberge - 1st Afzal Suri, 2nd Neil White*
 - *Maintenance - Greg Irvine - 1st Lana Larocque, 2nd Jacque Broberge*
 - *Secretary - Neil White - 1st Colin Charlton, 2nd Afzal Suri*
 - *Director - Lana Larocque - 1st Colin Charlton, 2nd Greg Irvine*

As of April 25, 2024 the above Board Members have been updated on the website

- Superior Propane Blankets - As of April 25, 2024. The board would prefer that All Around Carpentry take off our propane blankets, wrap it up properly and put it back under units 5-11. We would also like Superior to replace the one blanket that clearly has a hole in it. We do not know what happened to the new blankets we purchased a few year back
- Clean Up Under Units 5-11 - As of April 25,2024 we will work with All Around Carpentry to clean up under those units so we have room to put our Propane Blankets, sort out our old files and minimize the potential fire hazard.
- Furnace & Hot Water Tank Common Good Up Keep - The board will look further into the By-Laws to asking the unit owners to upgrade their Furnace & Hot Water Tank so we can all be a little more unified but more so for maintenance, supplies & liability.
- Painting of Balcony & Stairs Quotes - Colin motioned to approve the quotes for the painting of the Balcony & Stairs for the following Units 31-35, 46 & 48. Motion was seconded. Motion was debated. Colin called for Affirmative votes then negative votes. Hearing no objections the approval of the quotes for painting of the Balcony & Stairs has been adopted - People have been informed
- Replacement of Perimeter Fencing & Exclusive use Fence - Colin motioned to approve the quotes for the replacement of Perimeter Fencing & Exclusive use Fence for the following Units 39-45. Motion was seconded. Motion was debated. Colin called for Affirmative votes then negative votes. Hearing no objections but one obtained the approval of the quotes for replacement of Perimeter Fencing & Exclusive use Fence has been adopted - People have been informed
- Concerns about parking - There is concerns about people parking in agues parking rather than in the front of their own garage. People parking over the line or creating their own parking spot.
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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.*

- 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 - As of May 25, 2023 still on going - As of October 21, 2023 email sent to Crowe Mackay and Jaques for assistance - As of November 23, 2023 Neil to pick up the cheque to get signed - *As of December 14, 2023 checked picked up, Signed & dropped back off at Crowe MacKay to send out.*
- Recommended Furnace upgrade to a few units. In particular 515 & 521.
- Eavestrough - The entire complex needs to have new eavestrough put in. We are hoping to get this done in 2020 - **This is the shortened version. For full details go to meeting minutes September 21, 2023** - As of September 21, 2023 this to be moved back to Seasonal On Holds - *As of April 25, 2024 we are going to try and get one fourplexes & two duplex done. Worse ones first. Currently looking at Units 501 & 503, 46 & 48, 39-45.*

Closed:

- AGM Dates - February 22, 2024. If we do not meet quorum than the next date will be February 29, 2024 - As of February 24 we were not able to meet the February time frame due to unforeseen circumstances. New date set was March 14, 2024 - As of March 14, 2024 quorum was not met therefore in accordance to our By-Laws the next meeting took place on March 21, 2024.

Seasonal On Holds:

- 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.*
- 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.*
- 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 - **This is the shortened version. For full details go to meeting minutes September 21, 2023** - *As of September 21, 2023 to be moved back to seasonal on holds.*

- 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- This is the second shortened version. For full details go to meeting minutes September 21, 2023** - As of September 21, 2023 this will go back to Seasonal On Holds - *As of May 16, 2024 unit owner shared pictures of the deck wood going soft. The board has agreed that we will put in fresh plywood before duradec gets installed.*

- 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 - As per May 25, 2023 the plan is to have all the propane meters out by either tank side of the building. A meter bank. Not sure if they are using the new meters or the ones that our currently in our home - As of June 29, 2023 about one(1) month ago Superior Propane came in to look at costing & have not heard anything back since - As of August 24, 2023 still on going - As of September 21, 2023 still ongoing - *As of October 26, 2023 still on going. This is work for Superior Propane to do not for us. Will put in 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 - As of May 25, 2023 still on going - As of June 29, 2023 still on going plus we need to fix the duradeck portion - As of August 24, 2023 still on going - As of September 21, 2023 going to follow up where the missing siding is - As of October 10, 2023 the missing siding is inside the unit owners garage - *As of October 26, 2023 will be moved to seasonal on hold.*

- Unit 511 - Back deck/Fence & Driveway - As of July 8, 2023 unit owner wanted to get the back deck/Fence & Driveway fixed - As of September 21, 2023 email sent back stating what we plan on doing for the driveway, fence and deck but wanted more details on the deck situation - As of October 26, 2023 waiting for the quote from ACE. Then it takes about two days to get the work done - *As of January 25, 2024 this will be done in the summer. Moving too Seasonal On Holds.*

- Adjournment:

- 20:52