

Yellowknife Condominium Corporation #6

Board Meeting

July 25, 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 & Lana Larocque*

Regrets: *Afzal Suri*

Scheduled Call to order 19:00
Called to Order at: *19:08*

Changes to Minutes for Month: June - *None*

Approval of Agenda for Month: July
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 46 - Roof Side Facia Missing - As of July 21, 2024 another unit owner noticed that the Side Facia was missing on this unit. Secretary used his drone to get a closer look & sent the picture to Maintenance - As of July 22, 2024 Maintenance knew about this & will ask Mike to look into this - *As of July 25, 2024 waiting for Mike to get back from holidays so he can look into this.*
- Unit 72 - Roof Tiles Strange - As of July 21, 2024 Secretary used his drone to look at Condo Roofs & found a strange pattern where the old furnace used to come out from - *As of July 25, 2024 waiting for Mike to get back from holidays so he can look into this.*
- Unit 23 - Roof Tiles Missing - As of July 21, 2024 Secretary used his drone to look at Condo Roofs & found shingles to be missing - *As of July 25, 2024 waiting for Mike to get back from holidays so he can look into this.*
- Unit 17 - Water in the House after Rain - As of July 24, 2024 unit owner is still getting water in the house from the outside - *As of July 25, 2024 will ask Mike to look into this.*
- Unit 61 - Damages Flower Bed - As of May 8, 2024 unit owner want to know if we can get this fixed - *As of July 25, 2024 will ask Mike to look into this.*

Open:

- 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 - **This is the shortened version. For full details go to meeting minutes June 27, 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 - *As of June 27, 2024 still on going. Unit 53 only has the painting & trim left to do. We will hone move onto Unit 25 in the next annual plan.*

- Unit 72 - Flooding under Unit - As of September 5, 2023 found the crawl space to be flooded with water. **This is the shortened version. For full details go to meeting minutes September 27, 2024** 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 - As of June 27, 2024 still on going. Looking to get NDS to get this done - *As of July 25, 2024 still ongoing.*

- 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 - As of June 27, 2024 we are having a difficult time getting people to get this done - *As of July 25, 2024 still ongoing.*

- 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 - As of June 27, 2024 still on going - *As of July 21, 2024 unit owner called Superior Propane. It was Propane that was causing the smell. That has been resolved now.*

- Unit 507 - As of June 10, 2024 Birds Nesting in Dryer Vent - As of July 22, 2024 the dryer vent has been cleaned out. Unit owner want to know if we are going to get vent covers put on to prevent birds from entering - *As of July 25, 2024 will need to get a Home Inspector to pull the national building code and see what the code says to have.*

- 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 - As of June 27, 2024 still on going. Also unit owner mentioned roof tiles coming

off - *As of July 25, 2024 waiting for Mike to get back from holidays so he can look into this.*

- Unit 503 - Roof Shingles Missing - As of June 27, 2024 - Unit owner mentioned roof tiles coming off - As of July 21, 2024 Secretary used his drone to look at Condo Roofs & found shingles to be missing - *As of July 25, 2024 waiting for Mike to get back from holidays so he can look into this.*
- 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 - As of July 24, 2024 brought out of Seasonal On Holds. Added pictures to Gmail Photos - *As of July 25, 2024 Colin & I will do a walk down to the area to see what is going on here.*

Closed:

- Unit 48 - As of May 31, 2024 - Water Leak - Unit owner reached out with concerns about a water leak behind the wall. Unit owners property management Triton looked into it & reached out to Gold City - *As of June 2, 2024 Greg said it was repaired by TSS.*

Emails

New:

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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 - As of June 9, 2024 invoice sent to treasure - As of June 27, 2024 still on going - *As of July 25, 2024 this has been completed.*
- 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 - As of June 20, 2024 the gravel removal has been completed. The Propane blankets are still on the propane units - *As of June 27, 2024 Superior Propane did get back to us saying they will do this in September, which doesn't make sense as that would be a time to put them back on. Superior Propane is responsible for the tanks and blankets.*
- 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 - *As of July 25, 2024 I have not heard anything back so I am assuming what was sent out was sufficient.*

Closed:

- Unit 19 - Wanting to Replace Flower Bed Area - As of June 8, 2024 unit owner wanting to replace flower bed area old & broken wood with newer wood.
- Unit 25 - Wanting to let people know. The City of Yellowknife Fire Division (YKFD) is conducting free home and property assessments for Yellowknife and Ndilo residents. <https://www.yellowknife.ca/en/living-here/yellowknife-fire-division.aspx>

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 - As of July 25, 2024 should be on the new system by end of August 2024.

Outstanding Items & Task:

New:

- Financial Fiscal Year Change - As of July 25, 2024 Jacque motion was put forward to adopt the Fiscal Year change from September 1, 2024 to December 1, 2024. Colin second the motion. Putting in question to adopt the motion. By a show of unanimously digital hand, motion was approved.

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 - *As of July 22, 2024 followed up with Kellett to make sure 2024 invoice was paid.*

- 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.*
- 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 - As of June 27, 2024 secretary will look at cleaning up the paper work under there - *As of July 25, 2024 this will take place in August when Secretary is off for the month.*
- 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. As of June 27, 2024 this has been started.
- 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.

Closed:

- 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 - *As of June 27, 2024 this has been completed.*

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 - As of June 27, 2024 still on going. As far as we know it's floors first that does this - *As of July 25, 2024 waiting for Dustin to look into this.*
- 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.*

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- Adjournment:

- 20:35