

Minutes of the Board Meeting Darlington Arms Condominium Corporation September 10th, 2014

Attendance: Erik Ross of #701(Chair), April Giffen of #505, David Kelly of #405, Tony Grimes of #406
Lauren Lankester of #606, Daniel Ginez of #204

Gateway Representative: Lorraine Logan, Property Manager

Called to Order: 7:05pm

Previous Meeting Minutes – August 21st, 2014

A motion to approve the meeting minutes of August 21st. **Moved by: Tony**

Seconded by: Lauren **Carried**

Old Business

Intercom System

Tony will supply the list of names, phone numbers and intercom ID numbers to Integra for the new Intercom system so it can be updated before installation.

With the new Intercom system all Owners/Residents that need to request changes to the system need to supply the unit they reside in, how they want their name displayed, phone number, and additional contact info. The information can be put into the suggestion box or emailed to the board at;

board@darlingtonarmscondos.com

Security Cameras

The Board has discussed getting 2 new cameras installed for extra security in the building. 1) to monitor the front of the building and 2) in the parkade area. The cost of 2 new cameras installed is \$628.00 each. Integra Security can install the new camera when the new DVR system is ready to be installed.

MOVED BY: Eric **SECONDED BY: Tony** **CARRIED.**

April will be in contact with Integra Security to get these new cameras ordered. Installation will be in October.

Exhaust Fan – Garbage Shoot

Erik has contacted Caon about installing an exhaust fan in the garbage shoot exhaust pipe. Unfortunately Caon does not install these. Lorraine will forward recommended trades that are used by Gateway for HVAC contractors to the Board. Erik will contact them to quote the installation of an 'exhaust fan' on the roof to address this concern of smells that are coming from the garbage shoot exhaust.

New Business

New Gateway Property Manager

The Board welcomed the new Gateway Property Manager, Lorraine Logan to the building. Lorraine replaces Anna Olsinska for the interim. Lorraine has many years experience with property management and will help the board with the necessary documents and repairs as needed. Lorraine will attend every second board meeting. During this meeting the Board discussed how the building runs and to bring Lorraine up to speed. Lorraine has also offered to take the minutes of the meeting and forward to April for any changes required.

Financial Report

Lorraine reviewed the Accounts Receivable Report – Owners in arrears with the Board. Owners owing condo fees and/or other chargeback's have been sent collection letters.

Year End for the condo corporation is June 30th, 2014. This audit will be completed by Murray Hunter Chartered Accountants.

Roof / Parkade Leak – Investigation

The Board will contact Pettee Roofing and Mega Roofing to conduct a roof inspection as there is a leak. The heavy snow was a major contributor. Where it is coming from is not known at this time. Quotes and recommendations from these two roofing contractors will be reviewed by the Board.

April will replace the plastic over suite 605 parking spot to see if any additional leaks are evident.

Change in the Board Responsibilities

With the selling of suite 404 the Board will need to confirm if Marina will be able to still post all items to the website. Erik will assume the 'subcommittee' duties if required.

Fallen Trees & Branches

With Lorraine's first visit to the property, the heavy snow has damaged many trees on and around the building. Lorraine requested to dispatch Smith's Gardening to remove tree debris. April will forward Lorraine the information.

Budget Discussion/Reserve Fund Study

The board discussed their thoughts on 'budget and condo fees' with Lorraine. At this time, there does not seem to be a need to entertain increasing condo fees.

Lorraine will review the Reserve Fund Study of 2012 and make any recommendations for financial planning in keeping with the current study.

Patio Door Locks/Tracking & Rollers

Many suites are experiencing problems with the patio screens. Since these are the buildings responsibility the Board is discussing an 'inspection' request list. The Board will contact Chinook Glass for information to see about replacement or repairs to damaged screens and when they can have a representative come and evaluate the screens. Currently they have an 8 week wait for any repairs.

All work orders for repairs beyond 'on the spot repairs' will only be filled upon board approval. Notice of the patio door/screen inspection will be discussed in the October meeting.

Bylaw Contravention

There has been a complaint of a resident loudly talking outside on their deck at inappropriate hours, crashing their patio door when closing it. The board has requested Gateway to send a 'Bylaw Contravention' warning letter with the consequences of a fine if this inconsiderate behavior continues. All owners/residents of the building are reminded that 'Use of Enjoyment' of their unit will be enforced by the board.

Next Meeting: The next meeting of the board October 8, 2014

Adjournment: A motion was made to adjourn the meeting at 8:25 p.m. **MOVED BY: Tony** **SECONDED BY: Eric** **CARRIED**
