

Minutes of the Board Meeting

Darlington Arms Condominium Corporation

December 4, 2018

Attendance: Tony, Martin, Erik, Nicki, Jon, David

Keystone Grey Representative: N/A

Called to Order: 19:12

Approval of Previous Minutes. A motion to approve the meeting minutes on October 16, 2018.
1: Tony ; 2: xxx . Motion carried.

Last Agenda

- Arrears – went over the late payments and reasons for each. Discussed each unit and steps forward.
- Reserve Fund study changes for the next draft were provided to the contractor – pending new draft back to be approved and then provided to auditors to get the audited financials for AGM.
- AGM date will be set once the Audit is completed.
- Status of letter to one of the unit for noise complaints – has been addressed with the owner and the tenant and we confirmed with the neighboring units that things have improved.
- Status of letter to remaining unit to remove air conditioners, one already removed it.
- Loading zone violations by the red FORD truck and white Mitsubishi SUV – add a reminder to the AGM package. Red truck frequent offender - board will continue to go to fines, White SUV belongs to an identified unit, the residents have been talked to as a first verbal warning.
- Financial statements and repayment to reserve fund – KSM take this to accounting to advise.
- KSG will obtain quotes for BEVA inspection – has to be completed by the end of 2018.
- Snow removal contractor
 - KSG got 2 quotes:
 - Previous contractor – only short contract for few months, until march (need more info for additional charges) but ice-melt is included, can be our maintenance guy for whole year for 630/month.
 - Second contractor two year contracts for 600/month, lot of additional charges on top.
 - KSG to get more quotes to compare, and to possibly get a company that already does multiple units in the beltline to get a faster service.

- Corporate insurance to be reviewed for losses, deductibles, new premiums – due for renewal by March 31, 2019. KSG to review the policy, including the bylaws in relation to insurance.

Current Agenda

- Update: 6th floor renovations to be complete by Dec 17.
- 7th floor noise complaints (issue 1).
- Noise complaint coming from second 7th floor suite (issue 2).
- 2nd floor odour complaint (issue 3).
- Onboarding new PM for Dec 10.
 - Audit ready for AGM? Can we set a date?
 - Accounting to advise on financial statements and repayment to reserve fund.
 - BEVA inspection quotes. Needs to be completed by end of 2018.
 - Review corporate insurance policy, including the bylaws in relation to insurance. Renewal: March 31, 2019.
 - Request a list of best practices for common support tickets from residents.

Discussion Notes

- Boiler issue is solved! Control board replaced with one that retries after a failed fire of the boiler. Hooray!
- Residential hot water tanks: they're nearing the end of their life. The board will revisit the option of replacing in the summer of 2019.
- The is "man" door to enter the parkade gate is not closing. Will bring in contract to take a look.

Motions: New Business

- Motion to send first warning letter to 7th floor owner for noise (issue 2). 1. Tony. 2. Martin. Motion carried.
- Motion to send first warning letter to 2nd floor owner for odour (issue 3). 1. Erik. 2. David. Motion carried.

Motions: Old Business

- Motion to fine the 7th floor owner (issue 1) \$150 for continued noise violations after multiple written warnings. 1. Martin 2. Tony. Motion carried.

Next Board Meeting

To be held: Third Tuesday in January 15, 2019.

Adjournment

Move to adjourn at: 20:42. 1. Tony 2. Erik. Motion Carried