

Minutes of the Board Meeting

Darlington Arms Condominium Corporation

October 16, 2018

Attendance: David, Martin, Erik, Nicki, Jon

Keystone Grey Representative: Shawna Ward

Called to Order: 19:06

Approval of Previous Minutes. A motion to approve the meeting minutes on September 18, 2018. 1: Erik ; 2: Jon . Motion carried.

Last Agenda

- Update condo guide book
 - lead: Martin - still to be done
- Reserve Fund Study
 - waiting on the consultant for next draft
 - Keystone have not received all required documents, will follow up with Erik.
- Canada Post Parcel Box
 - it's installed and working awesome
 - no more actions; project is done
- Bulletin Board location
 - leaving it where it is
- Noise complaints for #702
 - baby and toddler are creating a lot of noise on hardwood

Current 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

finer, 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.

Motions: New Business

- N/A

Motions: Old Business

- N/A

Keystone Actions

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Next Board Meeting

To be held: Third Tuesday in November

Adjournment

Move to adjourn at: 8:40 p.m. 1. Martin 2. Erik. Motion Carried