

45 Lakeshore Road Co-Proprietors Association

45 Ch. du Bord-du-Lac Lakeshore, Apt. 12 East / Est
Pointe-Claire, QC H9S 4H3
514-464-6121
admin@45lakeshore.com

MINUTES OF THE MEETING Officers And Administrators

DATE: January 28, 2020

TIME: 16 h 00

LOCATION: Party Room – Ground Floor, East Building
45 Ch. du Bord-du-Lac Lakeshore, Pointe-Claire

Attendees: Daniel Lowe dan@45lakeshore.com
Diane Strotman diane@45lakeshore.com
Jacques Lefebvre jacques@45lakeshore.com
Beverley McCann bev@45lakeshore.com
Regis Blanchard admin@45lakeshore.com

Absent: Glen Shepherd glen@45lakeshore.com

1. Approval of the minutes of the meeting of the Administrators held on October 17th 2019.

Proposed by Diane Strotman and seconded by Beverley McCann.
Minutes approved.

2. Business arising from the minutes of the last meeting

Degree of satisfaction of co-proprietors regarding window washing to be surveyed at next General Annual meeting.

3. Contingency fund

The required \$25K was deposited in our contingency fund. Various GIC were renewed in non-cashable GIC's because the interest rate was higher. An amount of \$48,781.00 was left invested in a cashable GIC to ensure funds were available in case of an emergency.

4. Outside Lamps, levelling of stones at back and party room air conditioning.

Outside lights (3): Administration reviewed the 2 quotes obtained and chose the \$8,000.00 quote. This amount includes installation.

Levelling of stones: Art de Pierre to be commissioned to repair stones at the back of the building at a cost of \$1420.00 plus tax. This supplier was chosen because they did the front of our building and we were very satisfied with their work.

Quote to re-sand the front driveway in the future: Art de Pierre \$3720.00 + taxes and Pave Uni Stone is \$2775.00 plus taxes. To be discussed further when needed.

Party room air conditioning: Two quotes obtained. Venco AC quoted \$5553.00 taxes included and was chosen as supplier because other supplier was much more expensive. (Ten year warranty with Venco AC)

5. Door Handles

Quotes obtained from three suppliers. Brushed Silver handles were chosen to match the corridors silver strips and lights. Co-proprietors have option to have gold or silver handle inside. Regis to ask supplier to provide two samples of handles so that the Administration can make an informed decision. Order will be awarded to Doorcorp which provided the best price of \$42,609.74 for the 48 condos. The East side will be done in the spring for \$21,304.87 and the West side will be done in December for \$21,304.87 and payable in January 2021.

Regis to obtain quotes to have the outside of doors gold deadbolt locks changed to silver plating if available.

6. Up-date from Jacques Lefebvre on insurance regulations

We need to have the amount of our insurance deductible (\$10K) placed in a special contingency fund. This has already been done.

According to the new official insurance regulations, we need to have information on the components of the various units when the building was first built in 1989. We also need to have information on the various improvements made to the units over the years. It is understood that, in case of a claim, our insurance provider will only reimburse the cost of original components of the units, i.e. what they were in 1989. Any improvements to the units will have to be insured by the insurance broker of the co-proprietor.

Jacques, Regis and Diane will be working on this project.

It is also mandatory for co-proprietors to provide proof of insurance of their units to the Administration.

7. Financial statements

Our Accountant stated that most condominiums now have a Notice to Reader drawn up which is completely satisfactory as a financial report. A Review Engagement report costs twice the price and does not bring additional benefits. During the preparation of the Notice to Readers, any discrepancy in our financials would still be reported to the Administration.

Our accountant will discuss with Mr. Moors to have him agree to a Notice to Reader.

The Administration will need to pass a resolution to have the Review Engagement changed to a Notice to Reader.

8. Bill 16

Major changes following adoption of Bill 16

1. It is now required that 75% of the co-proprietors present or represented at General meetings vote in favour of changes or new rules, for instance in the case of improvement or enlargement of common areas, for these to be approved.
2. Minutes of our General Meeting and our Budget Meeting must be sent to co-proprietors at the latest 30 days following the meetings.
3. Any special assessment should be presented to co-proprietors at the General Annual Meeting.
4. Our financial situation should be kept up to date and a report should be provided with 15 days to any co-proprietor who requests a report.
5. When there is an official offer to purchase on a unit, the administration must provide all required documents and information concerning the building and the administration to the potential purchaser.
6. It is now mandatory to have our contingency fund evaluated every 5 years.
7. Any co-proprietor who does not agree with the decisions taken by the Administration can take them to court. The Administration can also take to court any co-proprietors who hinders their work.
8. We now have to keep a Maintenance Register which will need to be produced by a professional. This point needs more clarification.

9. Rules and regulations

Diane will review and amend the draft of the latest rules and regulations and discuss with Mr. Moors to incorporate some of his comments where feasible. The new draft will be sent to the Administration for review and approval. The new rules and regulations will be presented to co-proprietors at the next Annual General Meeting for approval.

10. Garage

- a. **Cars stored in garage by non-residents & friends parking inside or outside for going on vacations instead of parking at the airport.**

The Administration has decided that long-term parking by non-residents will not be allowed. Diane to contact our lawyers to have them draw up an agreement whereby we cannot be held responsible for any damages caused to vehicles of non-residents (such as family and friends) parked inside our garage or outside for short periods.

b. Temperature in garage and units on first floor

The Administration is not responsible to maintain the garage at a higher temperature than 15 degrees to ensure the units above the garage are warm. It is incumbent upon the co-proprietors to take the necessary measures to keep their unit warmer, such as placing area rugs, etc. during the winter months.

c. Parking space for condos with two cars and one parking space

To be discussed when the need arises.

11. Varia

Up-date on:

a. Condo next door: So far, no movement, since the owner of the building where the hairdresser is located is asking too much money which the two potential builders are not interested in paying.

b. One-way street: The City of Pointe-Claire has denied our request to make the back of our building a one-way street. We may consider making a slow warning sign to be placed on the east side of the garage.

c. Sound barrier: According to information received, the City of Baie-d'Urfé will be getting a sound barrier. They were quoted a much lower price than the City of Pointe-Claire. Pointe-Claire is reaching out to the government to obtain more information.

d. Future plan for elevators: Regis to contact our supplier to find a contingency plan regarding the breakdown of one of our motors.

12. Adjournment.

Adjournment was proposed by Beverley McCann and seconded by Diane Strotman.

Meeting was adjourned at 17 h 30.