

# 45 Lakeshore Road Co-Proprietors Association

45 Ch. du Bord-du-Lac Lakeshore, Apt. 12 East / Est  
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## MINUTES OF MEETING Officers and Administrators

**DATE:** July 2<sup>nd</sup>, 2020

**TIME:** 14 h 00

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

**Attendees:** Daniel Lowe [dan@45lakeshore.com](mailto:dan@45lakeshore.com)  
Diane Strotman [diane@45lakeshore.com](mailto:diane@45lakeshore.com)  
Jacques Lefebvre [jacques@45lakeshore.com](mailto:jacques@45lakeshore.com)  
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Beverley McCann [bev@45lakeshore.com](mailto:bev@45lakeshore.com)  
Regis Blanchard [admin@45lakeshore.com](mailto:admin@45lakeshore.com)

1. **Approval of the minutes of the meeting of the Administrators held on June 8<sup>th</sup>, 2020.**

Motion proposed by Diane Strotman and seconded by Jacques Lefebvre. Minutes approved.

2. **Business arising from the minutes of the last meeting**

**Door handle:** installed in condo 51 in East Tower. Co-proprietors invited to view, if interested as per minutes of the June 8<sup>th</sup>, 2020 meeting. The Administration may prefer a shiny silver finish; supplier to provide sample. We will order according to the choice of the majority.

**Water protection system:** before making final decision, should contact supplier to meet with owner or property manager of a building where this system is installed to discuss level of satisfaction and insurance premium. Regis to organize. Diane to contact RGCQ for possible financing.

**Proof of insurance:** Jacques in the process of drafting note to owners/tenants re: providing proof of insurance to Property Manager. Note to be ready by end of next week.

**Financial statements:** No answer from Mr. Moors regarding a meeting with accountant and the Administration to discuss Notice to readers. Consequently, Minutes of June 8<sup>th</sup>, 2020 meeting can be forwarded to all co-proprietors.

**Rules and regulations:** still awaiting comments from two Administrators to finalize and translate the rules and regulations before forwarding them to co-proprietors for their review prior to Annual General Meeting.

**Annual general meeting scheduled for September 30<sup>th</sup>:** The Administration will meet to discuss format of this meeting as well as finalize all issues prior to meeting. Since we will have a comprehensive agenda, some preliminary work will have to be done prior to the meeting to ensure efficiency. Zoom meeting is the preferred method. Anyone attending the meeting in the reception room will be required to wear a mask. Proxies will be requested to limit the number of participants. Will supply co-proprietors with all the necessary information when final decision is made.

**Web site:** Diane has viewed the web site prepared for another condo project and will meet with designer to obtain cost and other relevant information. The web site is basic but would meet our need at a reasonable cost. Regis will be participating in this project. Dan Lowe to send website used by other property.

### 3. **Purchase of 2 motors as a backup for the elevators**

The Administration discussed the situation should one of our elevators breakdown. Major repair of one of our motors would mean that we could be without an elevator in one of the towers for 3 to 4 weeks. The Administration has decided to purchase an extra motor and generator to prevent such a situation. The cost would be approximately \$29 K. We will borrow money from the Contingency fund and pay it back in 2021 & 2022.

#### **Varia**

**Budget:** Diane to review budget with Regis. Once finalized, budget will be submitted to Administration for approval before being presented at Annual General Meeting.

**Fallen tree:** Regis to call the City to have stump removed.

**Elevator:** Regis to repair wood panelling.

**Condo fees:** Diane to look into cost of condo fees per sq. ft. in other buildings.

**Mr. Roy:** Water coming in through round window which needs to be repaired. . One supplier quoted us \$1400. Awaiting 2<sup>nd</sup> quote.

**Water infiltration:** Called supplier who previously repaired our brick work to find out the cause of the water infiltration. Regis and Dan to meet with supplier.

### 4. **Adjournment**

Adjournment was proposed by Beverley McCann and seconded by Dan Lowe. Meeting was adjourned at 15 h15.



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Dan Lowe, President.