

45 Lakeshore Road Co-Proprietors Association

**45 Ch. du Bord-du-Lac Lakeshore, Apt. 12 East / Est
Pointe-Claire, QC H9S 4H3**

MINUTES

Meeting of Officers and Administrators

DATE: Tuesday, October 24th, 2023

TIME: 9 h 30

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

ATTENDEES : Glen Shepherd
Diane Strotman
Jacques Lefebvre
David Gare
Dave Merrett
Regis Blanchard admin@45lakeshore.com

Diane Strotman called the meeting to order at 9 h 37.

1. Approval of the minutes of the meeting of the Administrators held on August 23rd, 2023

Proposed by Glen Shepherd and seconded by Jacques Lefebvre. Minutes approved.

2. Business arising from the minutes of the August 23rd, 2023 meeting.

Declaration of co-ownership: see point no 4.

Balconies: we have retained the services of a firm to do the inspection of our building including balconies as per requirements of the Régie du bâtiment and have sent them a deposit of \$2,515.08. Inspection to be done in the spring.

Trees: The City of Pointe-Claire has removed the stumps and will be planting 2 new trees on the part of our property that belongs to them. In the meantime, we have had the tree which is on our property trimmed and will deal with having it cut down when necessary.

3. Mortgage with Laurentian Bank.

Mortgage has now been renewed at a rate of 6.49% and the monthly payments will now be \$ 838.01 instead of \$810.90. Bank still requires information on one of the administrators who signed the renewal. Info has been supplied to them.

4. Declaration of co-ownership

Reviewed with the administration the various issues which were brought up by the committee. There are corrections to be made to our Declaration and several questions to be answered by the law firm. Jacques Lefebvre is still working on the insurance portion of the Declaration.

Once the work has been done, Diane to meet with lawyers to address all the issues and correct the proposed Declaration. A new draft will be submitted to be reviewed by the committee and the Administration.

Both the Administration and the committee felt it was not necessary to invite a lawyer from the law firm to a meeting to give us further explanations. Both groups felt it would be more important for the lawyer to be invited to present the new Declaration and the various changes to all the co-proprietors to ensure approval of the new Declaration.

One of the recommendations for our new Declaration is that we increase the amount for civil responsibility to \$5 million for Administrators and that we include Regis Blanchard also. Regis to contact Desjardins to ensure that this is feasible and, if so, ask them to proceed accordingly at the time of renewal of our policy..

The Administration discussed the Water Protection System. Moving forward the Association will be paying for repairs to the system as we do for the heat detection alarms. The only caveat is when damage or malfunction has been caused by the residents.

5. Varia

5.1 Overnight parking for co-proprietors; vignettes for visitors; some co-proprietors are still parking outside at night. They have been asked to park inside at night. We need to make sure that visitors use the vignettes provided so that we can identify who the cars belong to in case of an emergency. It was felt that sending too many reminders would defeat the purpose. So Regis will handle this on a case by case basis.

5.2 Hydro-Quebec; have not come to trim tree in front of our building yet. Will need to ensure that Regis is present to ensure that they do not massacre our tree as they did the last time.

5.3 Aqua-Detect; no repairs necessary. Should a co-proprietor change internet provider, Regis needs to be informed so that he can continue monitoring the system.

5.4. Complaints; no additional complaints.

5.5 Electric Bicycles; warning has been sent to all co-proprietors.

5.6 Deliveries by Amazon; there seems to be a glitch in the delivery system. Regis to handle with Amazon.

5.7 Awnings; gentle reminder sent to co-proprietor who was not closing his awning at dusk.

5.8 Cigarette butts on front lawn; we will monitor the situation to ensure that co-proprietors monitor their visitors to ensure that this situation does not recur.

5.9 Payment of bills - Scotiacconnect – Sage. Our simple accounting system is very old and we need to bring it up to date. Regis purchased a CD from Sage to be able to bring our system up to date as much as possible. We are also moving towards paying our bills on line through Scotiacconnet instead of issuing cheques. The Scotiacconnet allows one person to issue the payment (with copy of the invoice attached) and two of the Administrators to approve as we do presently. One of the issues brought up is the link with Icloud. David Gare, David Merrett and Regis Blanchard will be working on this issue.

5.10 Mrs. Barwick has asked that the Association pay for replacement of a carpet which was damaged 2 years ago when water seeped through the roof into their penthouse. The Administration agreed to pay for the replacement of the same quality carpet that was installed previously. If the co-proprietor wishes to purchase a more high-end carped, she will have to pay the difference. Mrs. Barwick will be asked to get a supplier in to give her an estimate. Regis will supervise. Once the transaction is done, Mrs. Barwick will be asked to sign a release.

6. Adjournment

Glen Shepherd proposed the adjournment of the meeting; he was seconded by David Merrett. Meeting was adjourned at 10 h 50.

A handwritten signature in black ink, appearing to read 'Glen Shepherd', written in a cursive style.

Glen Shepherd, Co-President