

# **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:** April 11<sup>th</sup>, 2024

**TIME:** 9 h 00

**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](mailto:admin@45lakeshore.com)

Diane Strotman called the meeting to order at 9 h 04. Administrators did not have any items to add to the agenda.

**1. Approval of the minutes of the February 14<sup>th</sup>, 2024 meeting.**

Motion was made by Glen Shepherd to approve the minutes; motion seconded by Dave Merrett. Minutes approved.

**2. Business arising from the minutes of the February 14<sup>th</sup>, 2024.**

Declaration of co-ownership: Jacques Lefebvre has completed the review of the insurance portion of our new Declaration. Jacques to meet with Diane Strotman to discuss changes. Diane will then meet with lawyers to discuss the changes recommended by the Committee and Jacques and obtain answers to their various questions and share their comments.

Final version of the Declaration will then be sent to all co-proprietors for their perusal. A meeting will be scheduled with all co-proprietors in mid-September to review and approve the new Declaration.

Inspection of building: to comply with the requirements of the Régie du bâtiment, an inspection of our building has been scheduled as follows:

May 14<sup>th</sup> Outside inspection of building from the ground.  
May 24<sup>th</sup> 50 % of all our balconies.  
May 28<sup>th</sup> Roof, and outside walls conditions.

Amazon delivery: Regis has been following up with Amazon to ensure appropriate delivery of goods. We will remind residents to inform Amazon in which Tower they reside to facilitate proper delivery.

Aqua-Detect: Regis has been in contact with the supplier to enquire about the fact that there is nothing on the system to indicate whether the valve closing mechanism is defective or not. Unfortunately, we purchased our system a few years ago and there was no such indicator available at the time. Regular testing by pushing the buttons close valve and open valve will confirm it's working properly.

Payment of government via Scotiacconnect: David Gare and Regis to work on this.

Financial Statement for 2023: Regis confirmed with our Accountant that our financial statements will be ready the week prior to our AGM.

Parking of staff of building behind us: Owner of the building has been informed. Problem seems to be resolved.

### **3. Garage Door**

We need to replace our garage door which is getting old and is costing us thousands of dollars in repair. The Administration investigated various options: one was to replace our existing door with the same type of door or opt for a new rubber door which is a more expensive option but is faster, has less parts (therefore, less breakage) and has a life span of 25 – 30 years.

Some members of the Administration did their due diligence and went to see the rubber door option and the board approved the purchase of the rubber door. The vote was done via e-mail after the Administrators' meeting. Was approved. We did obtain a second quote on the rubber door to ensure price was competitive. Delivery of the new door will be done in the middle of May.

### **6. Annual General Meeting – May 15<sup>th</sup>, 2024**

- 6.1 Agenda: administrators reviewed agenda and made minor modifications.
- 6.2 Financial Statements: ready prior to AGM
- 6.3 2025 Budget approval: administrators reviewed the budget to be presented at AGM.  
Motion to approve budget was presented by David Gare and seconded by Glen Shepherd. Budget approved.
- 6.4 Contingency fund: to be communicated to co-proprietors at AGM
- 6.5 Miscellaneous: no other issues were discussed.

7. **Varia**

Complaints: one complaint received regarding barking dog. Issue will be addressed with co-proprietor

8. **Adjournment**

Motion to adjourn meeting presented by Dave Merrett, seconded by David Gare; Meeting adjourned at 9 h 41.

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

**Glen Shepherd, Co-President**