

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: February 14th, 2024

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 35. No items were added to the agenda.

1. Approval of the minutes of the December 11th, 2023 meeting.

Approval of minutes was proposed by Glen Shepherd and seconded by Dave Merrett. Minutes approved.

2. Business arising from the minutes of the December 11th 2023 meeting.

Declaration of co-ownership: Insurance portion of the Declaration is being handled by Jacques Lefebvre. Since this is a tedious undertaking, Jacques was offered help to perform this task. Will let us know if he needs assistance.

Inspection of building: inspection to be done in May or June to conform to the rules of the Régie du bâtiment.

Hydro-Quebec: branches of the tree in front of the building have now been trimmed to potentially eliminate power outages in our building, since the hydro pole is located within the branches of this tree.

Amazon: Regis is still in communication with Amazon to ensure appropriate delivery of parcels.

Aqua-Detect: Inspection of the system has been completed. System is O.K. Regis has communicated with Aqua-Detect to enquire about the fact that there is nothing to indicate when the valve or the batteries in motion sensor are defective. Awaiting reply from supplier.

3. Contingency fund

We have invested \$10 K into our 2024 contingency fund at a rate of 5.2% for 388 days. Our fund now stands at \$384,409.; \$11K of this amount represents our insurance fund.

4. Scotiacconnect

We are now using Scotiacconnect to pay most of our suppliers via electronic transfer. David Gare, Diane Strotman and Jacques Lefebvre are the designated superusers who can approve payments. Regis Blanchard is the designated accountant who enters and processes the transactions. Diane Strotman is the one who enters the suppliers in the system.

System working well.

Regis to verify if governments can be paid via this system.

5. Garage door

The issue of replacing the garage door was discussed at length. There are several options offered to us. We have received two quotes from one supplier with two very different options. We will obtain 2 more quotes before a final decision is made.

6. Annual General Meeting

Date: May 15th, 2024. Meeting to be held live.

Administrators for 2024-2025 period - All present administrators will be on the slate for re-election for the 24-25 period. Any new nominations will be presented at the AGM

Financial Statement for 2023: Regis will communicate with Accountant to ensure that financial statements are ready for AGM.

2025 Budget: Regis and Diane to prepare 2025 budget to be presented to the Administrators prior to the AGM. Agreed upon budget will be present to co-proprietors at AGM.

7. Varia

Parking by staff of building behind us: We have noticed that some employees are using our parking. Regis to communicate with owner of the building to resolve this issue.

Dryer Duct cleaning: Regis will be offering his services to clean the dryer ducts during the month of March. Cost is \$100. Residents are free to use his services or the services of an outside supplier.

Complaints: No complaints received since the December meeting.

8. Adjournment

Adjournment of the meeting was proposed by Glen Shepherd and seconded by Jacques Lefebvre. Meeting was adjourned at 10 h 45.

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

Glen Shepherd, Co-President