

# **45 Lakeshore Road Co-Proprietors Association**

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

## **AGENDA**

### **Meeting of the Board of Directors**

**DATE:** November 18<sup>th</sup>, 2025

**TIME:** 11 h 00

**LOCATION:** Party room – Ground floor – East building  
**45 Ch. du Bord-du-Lac Lakeshore, Pointe-Claire**

**PRESENT:** David Gare  
Dave Merrett  
Diane Strotman  
Regis Blanchard

Diane accepted to preside the meeting. One item was added to the agenda:  
air-conditioning system for common areas.

#### **1. Approval of the minutes of the September 17<sup>th</sup> 2025 meeting**

Proposed by David Gare and seconded by Dave Merrett.

#### **2. Business arising from the minutes of the September 17th 2025 meeting**

Declaration of co-ownership: Legal document was signed at the lawyer's office in Laval on November 10<sup>th</sup>, 2025. Notary will be sending copies of the notarized document in pdf form shortly. Document will be added to our website.

Charging stations: Diane to attend a webinar on this topic on November 25<sup>th</sup>, 2025. Will then complete our plan of action for approval by coproprietors.

Excel spreadsheet pertaining of contingency fund still awaiting document from the lawyers. Lawyer did not see any issue with distributing this document to all coproprietors.

Employment contract: sent job description to our lawyers. Awaiting first draft of the document.

New rules: parking, window covering and code of conduct for administrators. Parking and window covering have been approved by Board of Administrators. Will be discussed at the AGM and will be approved as is or amended depending on the approval of co-proprietors. The Code of Conduct for Administrators has been signed and will be posted on our website.

Law no.16: maintenance log. Diane forwarded to Regis the requirements for the maintenance log. We have until 2028 to complete and obtain approval.

Switching to Desjardins: The 3 members of the Board have signed the documents required to open an account. Regis and Diane contacted Desjardins to continue the process such obtaining bank cards, a credit card and transferring our moneys and GIC's to Desjardins. Desjardins will be contacting us this week to set up a meeting so that we can finalize all the arrangements.

### **3. Contingency fund and auto-insurance fund**

Balance as of November 17<sup>th</sup>, 2025: \$419,813.69

Contributions for 2025: \$40K to be made in December.

Insurance claim: The total amount of the insurance claim was \$16,682.

Replenishing auto-insurance fund and Desjardins deductible: Desjardins recommended that we contact them at the time of renewal of our policy to see if we could reduce our deductible and how much it would cost. In the meantime, we have paid the claim out of the \$10K we were to deposit in our contingency fund from the overage in our insurance premium and the other \$6K from our operating fund.

For the time being, we still have \$12,027. in our auto-insurance fund.

### **4. New Law firm**

We have signed an agreement with a new law firm, namely Dunton Rainville located at 3055 Boul. Sto-Maring Ouest, bureau 610 in Laval. Their phone number is 450-686-8683. Me Joli-coeur who is our source lawyer is very well versed in the field of co-proprietorship.

### **5. Generator**

The cost of the new transfer switch is \$6398. The funds will come from the operating fund. Work will be done in January.

### **6. Water protection system**

Diane will do a final review of the document to be posted near the main switch to help co-proprietors handle various problems. Regis will have the document laminated and distribute to all residents.

Regis to order new replacement batteries.

### **7. Letter to co-proprietors re: new condo fees for 2026**

Letter to be emailed to all co-proprietors December. For those who do not have email, letter will be hand delivered.

**8. Air-conditioning for common areas**

The cost of this project is ap. \$100 K. In order to enable the Board members to make an informed decision, Regis will apply to Hydro-Quebec on behalf of the Condo Association to find out the amount of the subsidy offered.

**9. Varia**

9.1 Superintendent and crane: the Superintendent was informed that he can no longer perform work which requires the use of a crane.

9.2 Penthouse balcony: Diane to organize meeting with the owner of the penthouse in question to discuss water infiltration issues.

9.3 Water infiltration in Ph 9: The entire row of windows on the side of the building where the infiltration occurred was sealed and the problem should be solved.

The cost was \$ 2,615.

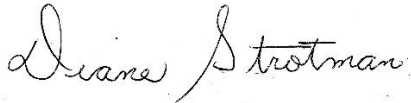
9.4 Presentation to coproprietors re: fraud. Diane to organize meeting with coproprietors.

9.5 Complaint re: dog: Diane met with the owner of the dog and she agreed to keep her dog on a leash or in his crate at all times in the common areas.

**10. Next meeting of the Board of Directors:** January 13<sup>th</sup>, 2026 at 13 h00.

**11. Adjournment**

Proposed by Dave Merrett and seconded by David Gare. Meeting adjourned at 11 h 48.

A handwritten signature in cursive script that reads "Diane Strotman".

**Diane Strotman, Member of the Board of Directors.**