

Annual General Meeting



28 November 2018

Designed by :
skydesignworks.com

Agenda

- Introduction of the Board
- Approval of Agenda
- Approval of Minutes from last AGM
- 2018 Annual Report
- 2018 Financial Report
- 2019 Amenities
- 2019 Annual Budget
- Election of 2019 Board

Item 1: Introducing the Board of 2018

- Dan Weslake
- Sandi Bonini
- Lesley Rideout
- Bill Rideout
- Lena Grygoryev
- Doug Thompson

Item 2: Motions

- Motion: to approve the 2018 SLOA AGM agenda
- Motion: to approve the minutes from the AGM held 29 November 2017
 - Discussion/amendments to minutes
 - Approval of motion

Item 3: Annual 2018 report

Year in Review



3a: Water Quality Committee



- 1) Committee Objectives
 - a. Stewardship
 - b. Vegetation removal
 - c. Community Support & Participation
- 2) Water Sampling
- 3) Operations



3a: Water Quality Committee

1) Committee Objectives

a. Stewardship

Mbrs of committee from all 4 lakes to monitor particular requirements of each lake;
Oxygenation systems presently in all lakes

b. Vegetation removal

Residents encouraged to remove debris before it decomposes;
Vegetation removal planned for all lakes in 2019

c. Community Support & Participation

Residents encouraged to use low nitrogen and phosphate fertilizers;
Residents encouraged to maintain septic systems

3a: Water Quality Committee

2) Water Sampling

2018 WATER SAMPLING RESULTS

LAKE SAMPLED (June 26, 2018)	NITRATE LEVEL (N-N03)	E.COLI LEVEL
Sunset Lake	<0.10	7
Twin Lake	0.54	36
Misty Morning Pond	<0.10	2
Waterside Court Pond	<0.10	21

Ontario Drinking water objective for nitrate is 10.0 mg/l

City of Ottawa E. Coli guideline “Ottawa Public Health will issue a no-swim advisory if: the geometric mean of 5 water samples taken on the previous day is > 200 E.coli /100ml of water; or a single water sample result from the previous day is greater than 400 E.coli/100ml; or there is a significant rainfall event”

3a: Water Quality Committee

3) Operations Sunset Lake



Sunset Lakes has 6 bubbler lines and 2 diffusers operating throughout the 15 acre lake. This water body is by far the largest in area and water volume and is the ultimate recipient of almost all storm water from the community. The water quality has remained high throughout its history however issues of weed growth and clarity appear from time to time. One of the stewards on Sunset Lake Andre Bogdanowicz, who is both a professional engineer and a daily swimmer has noted that the oxygenation has significantly improved conditions in many respects. However, the clarity of Sunset is not yet up to the levels enjoyed by some of the other lakes and additional oxygenation might be considered for this high volume lake in the future. Otherwise, the lake enjoys significant recreational use, is very esthetically pleasing and enjoys a high level of water quality.

- SLOA Water Quality Committee Member, Dan Anderson

3a: Water Quality Committee

3) Operations Twin Lake



“Overall, the quality of the lake for summer of 2018 remained very good. The monitoring of E. Coli showed low levels throughout the lake. For the most part, the bubbler system (4 distributed over the lake) worked well in maintaining good clarity and water quality. As expected during a very hot summer, the surface algae growth was high at times at both the North and South ends of the lake. To combat this issue, a skimmer system (similar to the one used in South Pond) was purchased at the end of the season and will be installed for next year. There was very good engagement, discussion and cooperation from many homeowners around the lake concerning water quality issues and overall lake management”.

- SLOA Water Quality Committee Member, Russell Shearer

3a: Water Quality Committee

3) Operations North Pond



“For the North Pond everything is ready to go in the spring. I had paced the diffusers using a rope but I could not get them in an appropriate place. The equipment is being stored inside for the winter. In the spring I will need to borrow a boat/canoe to place the diffusers properly. I had been testing using an extension cord, but next year I will need to install a permanent power line. There will be no power usage claimed for 2018 for the North Pond”.

- SLOA Water Quality Committee Member, Adon Phillips

3a: Water Quality Committee

3) Operations South Pond

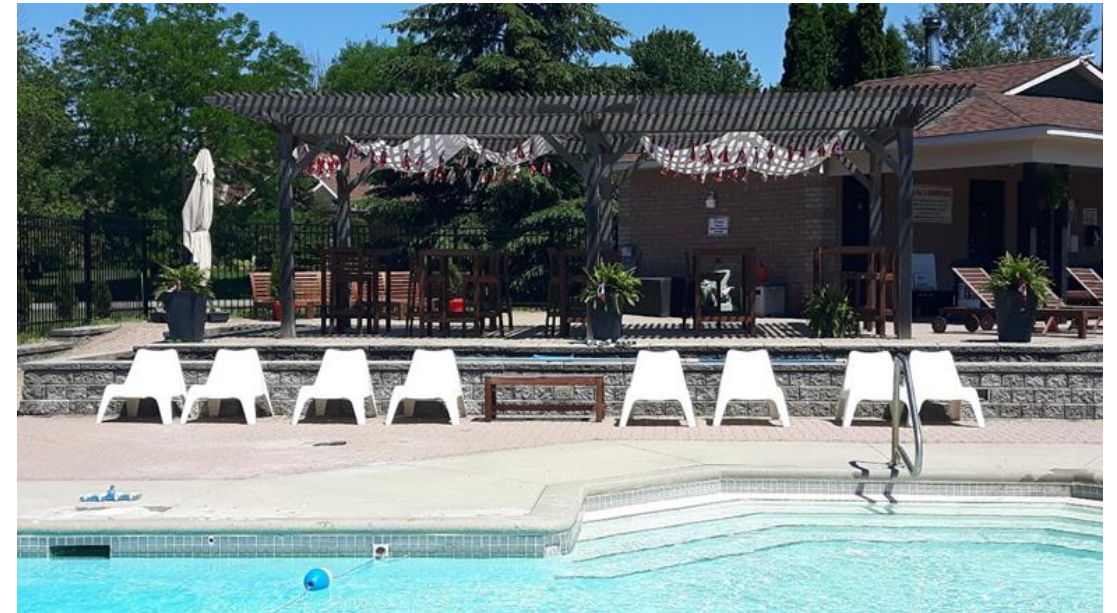


“Exciting year on the South Pond. For the past few years, we’ve had two submerged bubblers running to create top/bottom circulation. While water clarity improved somewhat, we were looking for improved circulation throughout the pond. We replaced one of the submerged bubblers with a different one at the east end of the pond which generated improved results in that area. At the west end of the pond, we installed a floating diffuser that created tremendous surface flow. This eliminated the accumulation of surface plants/algae and the resulting wave traversed the entire length of the pond. A big thanks to all the South Pond residents for their help and support with the installation and monitoring of the pond’s overall health”.

- SLOA Water Quality Committee Member, Chuck Hamilton

3b: Community Pool and Common Areas

- We had another successful summer at our community pool
- Opened early June following remediation of issues identified by city Health and Safety Inspector.

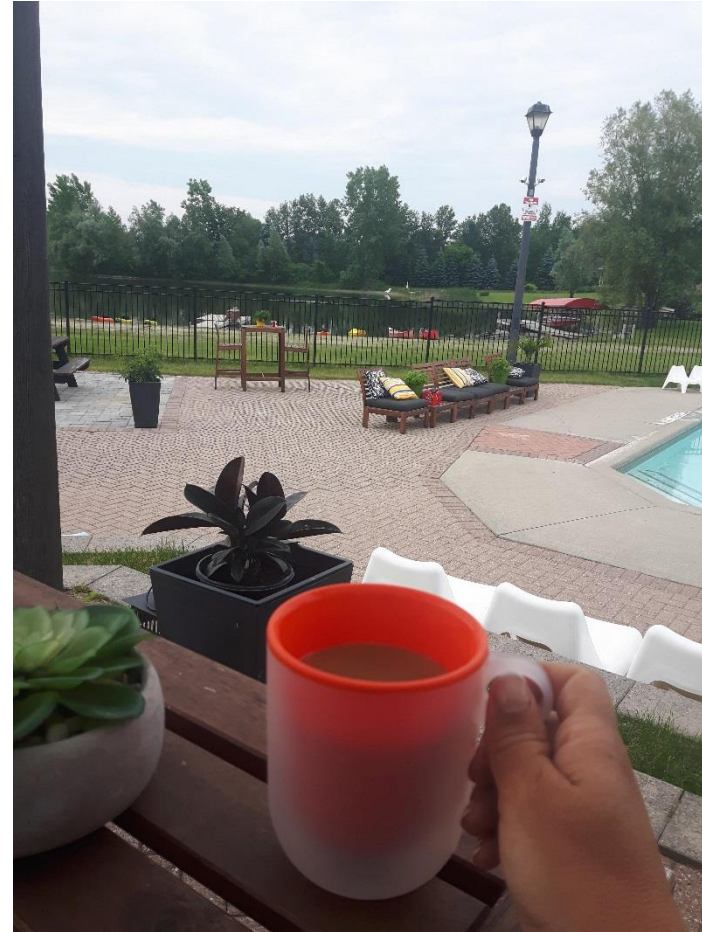


3b. Community Pool and Common Area Work achieved

- Addition of new furniture



- Minor plumbing repairs



3b. Community Pool and Common Area Work achieved



Volleyball Court Rejuvenation



3b. Community Pool and Common Area

Work achieved

- Pathway Enhancements
 - Trees Planted
 - Fairy doors
- New pool gate access system installed
 - (functional 2019)
- FWI awarded 2018 summer grass cutting contract
- Beach Area machine groomed and maintained by volunteer
- Again, no students hired this summer due to employment concerns.



"What a lovely idea [fairy doors], can't wait to find them."

"This [fairy doors] is a great idea and very cute. Thanks!"

3b. Community Pool and Common Area Work achieved

- Work accomplished by community volunteers that included
 - new perennials
 - Entrances decorated seasonally
 - Solar lighting for Tranquil Gate entrance




3b: Pool and Common Area


Work planned for 2019

- Pool Refurbishment
- Continued modification to entrance flowerbeds
- Repair basketball area
- Restoration/repairs of paved walkways
- Beach restoration
- Power-wash older tennis court


Pool Refurbishment

1. Painting

- a. Drain pool.
- b. Abrasive blast pool interior surface.
- c. *Abrasive blasting may reveal concrete / plaster that need repairs - see item #2 below.*  **\$15 295**
- d. Acid wash pool.
- e. Apply 2 coats of epoxy based pool paint. Leave pool ready to fill.

2. **Surface Repair** - Chip and patch, abrade, abrasive blast or otherwise remedy any loose plaster, concrete, surface coating etc.  **\$2 500**

3. **Clarity Disc** - Install 18" white tile disc with 6" black spot in the deep end and 2" black tile border around main drains  **\$625**

4. **Pool plumbing** - Re-plumb pool mechanical room with new valves, heater bypass, new 2" heater unions, line colour coding etc.  **\$1 885**

5. Pool Reopening -Refill pool, recondition  **\$1 500**

\$21 805

Pool Refurbishment

- Motion:
- The board is authorized to spend up to \$25 000 +/- 10% from the reserve fund to cover expenses related to the resurfacing and replumbing of the pool

3c: Covenants and Design Review

- DEED RESTRICTIONS... available online @ <http://www.sunsetlakes.ca/owners-association-5/owners-association-3/covenants-and-restrictions>



- All building plans must be approved by Design Review Committee
- Waterfront development must be approved
- Trail easements cannot be constrained
- No long-term parking of trailers, motorhomes, boat etc over 3wks

3d: Community Events and Social Activities

- Spring and Fall Clean-up Days – Keeping our community beautiful
- Weekly tennis lessons held at our tennis courts in Spring (paid by participants).
- Trivia Night at the pool
- Welcome summer Pool with live music
- SLOA 'Dive-in' Family movie nights presented at the pool.
- TGIF with potluck meals, usually the first Friday of the month

"Please extend a warm thank you to Scott and Rick for entertaining us last night. I am blown away but such talent. We at Sunset Lakes are truly fortunate to be living in such a creative and fun community!"



3d: Community Events and Social Activities

- Events are open to all residents in good standing and accompanied guests. We look forward to seeing our neighbors in 2019 at our community events



Holiday Tree Lighting and Candy Cane Lane Scavenger Hunt



Cookies and bonfire to follow
Tentative date Sunday 16 Dec 2018

SLOA AGM 29 November 2018



3e: SLOA Communications

- All communications from SLOA are via email
- It is the responsibility of all SLOA residents to provide SLOA with an active email address
- Email addresses collected by SLOA are not shared and all SLOA communications are sent out using blind carbon copy (bcc)
- SLOA email distribution list is ONLY to be used for the dissemination of information that is pertinent to the ENTIRE community (emails directed to lost/found items or pets, vandalism/public safety concerns, SLOA organized activities...)
 - Personal advertisements, charitable causes, fund raisers, house sitting, etc..., no matter how laudable or beneficial the cause, DO NOT meet the standard considered suitable for dissemination via the SLOA email distribution list.
- New SLOA logo courtesy of SKy Designs
- Coming in 2019 SLOA Facebook Page!

3e: SLOA Communications

To contact SLOA, send an email to the SLOA email address – sloa@rogers.com

Reasons to contact SLOA:

- To submit a Design Review request
- To register an up to date email address to receive communication
- To inform re: safety concern (eg. criminal activity, vandalism, suspicious behaviour, wild animals, etc.)
- To report lost and found items (i.e. pets)
- To report possible covenant violations (anonymity assured)

3f: Welcome to Sunset Lakes

- Annette and Brad Keys
- Trupti Shah and Family
- Amy Ayotte and Andrew Irving
- Josh Torres and Alexandra Skupek
- Derek and Tracy Dyks
- Marc and Monique St.Pierre
- Barry and Jen Bird



Item 4: 2018 Financial Report

	Budget 2018	Projected to year end
Income	66,000	59,420
Operating Expenses		
Administration & General	5,000	3,853
Gardens and Landscape	12,800	11,416
Pool Operations	13,500	7,599
Lake Operations	15,700	13,270
Community Events	2,000	1,019
Repairs and Maintenance (other)	1,500	1,233
Tennis Court Maintenance	3,000	0
Pool Security	5,000	5,198
Walking Trail/Path Maintenance	2,000	1,692
Total Operating Expenses	60,500	45,280
Allocation to the Reserve Fund	(6,345)	(6,345)
Net Income/(Loss)	\$(845)	\$7,795

Financial Motions for 2018

Motion: To approve the 2018 financial report as presented.

Motion: To approve the Sunset Lakes Owners' Association NOT appointing an auditor to audit the 2018 financial statements.

Item 6: 2019 Annual Budget

Income	66,000
Operating Expenses	
Administration and General	5,000
Gardens and Landscape	12,800
Pool Operations	10,000
Lake Operations	15,700
Community Events	2,000
Repairs and Maintenance (other)	1,500
Pool Security	2,000
Walking Trail/Path Maintenance	3,000
Total Operating Expenses	52,000
Net Income/(Loss) after Operations	14,000
Allocation to the Reserve Fund	(6,345)
Capital Projects – Pool Refurbishment	25,000
Net Contribution/(Draw on Reserves)	\$(17,345)

2018-2019 Budget Comparison

	Budget 2018	Budget 2019
Income	66,000	66,000
Operating Expenses		
Administration and General	5,000	5,000
Gardens and Landscape	12,800	12,800
Pool Operations	13,500	10,000
Lake Operations	15,700	15,700
Community Events	2,000	2,000
Repairs and Maintenance	1,500	1,500
Tennis Court Maintenance	3,000	0
Pool Security	5,000	2,000
Walking Trail/Path Maintenance	2,000	3,000
Total Operating Expenses	60,500	52,000
Net Income/(Loss) after Operations	5,500	14,000
Allocation to reserve fund	(6,345)	(6,345)
Capital Projects – Pool Refurbishment	0	25,000
Net Contribution/(Deficit/Excess)	\$(245)	\$(17,345)

Reserves

- We normally contribute 10% of total income to the reserve fund each year.
- At the end of 2018, the reserve fund will be approximately \$80,000.

2019 Fees due January 1st

- 2019 fees are \$450 (no increase for the 2019 year)
 - A late fee of \$50 will be assessed for all residents that are unpaid on January 2nd and then \$20 per month for the next three months
 - Leave a post dated cheque here tonight
 - Or e-payment is now available for your convenience
- Email to: sandi@boninitax.com**
- Mail your cheques to: 6798 Lakes Park Drive, Greely, K4P 1M6
 - Drop off your cheque in the white mailbox at 6881 Lakes Park Drive

Item 7: Volunteers Make the Community

- All Board members are volunteers (no remuneration)
- Volunteers can sit on special committees
- Roughly 10-15% of residents volunteer

You can help keep Sunset Lakes beautiful with:

Raking lake shorelines

Preventing overgrowth of grass on common walkways

Tidying up at the pool area

Community events

Weeding entrances and pool area

Participation in clean-up activities

WE 
VOLUNTEERS

More Volunteers needed

- We are recruiting new board members
 - Commitment is 7-10 meetings per year
- We require non-board committee members to lead small projects
 - Pathway maintenance
 - Tennis court maintenance
 - Beach Maintenance
 - Pool Maintenance
 - Entrance Maintenance
 - Design review committee

Item 8: Election of the Board for 2019



Slate of Board members for 2019

- President/Communications: Dan Weslake
- Treasurer: Sandi Bonini
- Social: Lesley Rideout
- Pool: Bill Rideout
- Secretary: Lena Grygoryev
- Common Area/Community Ambassador: Doug Thompson

* One voting member per household

Item 9: Q and A session

- Questions from the floor



Item 10: Motion to adjourn the meeting



Thank you all for coming!

