



## SLOA Meeting Minutes

**Meeting Date:** Nov 25, 2020 7 pm

Meeting virtual using Zoom service  
Total number of people logged-in, including board members: 41

**Board Members present:**

Dan Weslake, Sandi Bonini,  
Lena Grygoryev, Doug Thompson,  
Cheryl Lynn Brekalo, Marc St Pierre

These minutes are accompanied with AGM slides in a separate document.

## Opening

Meeting was opened by SLOA Board President Dan Weslake.

Agreement of public for video-recording of the meeting was requested and agreed by majority of votes.

Agenda of the meeting was presented.

**Motion 1:** to approve the 2020 SLOA AGM agenda

Moved By: Dan Weslake

Seconded By: Neil Cassidy

Voted: Yes, 95%

**Motion 2:** to approve the minutes from the AGM held 28 November 2019

Moved By: Dan Weslake

Seconded By: Chuck Hamilton

Voted: Yes 73%

Dan Weslake made Introduction of the Board members. See slides p.4

# 2020 Year In Review

## Lakes And Ponds Committee

Dan Anderson provided an introduction of the Lakes And Ponds committee, its members, purpose and objectives. He also provided an explanation regarding the water quality maintenance activities performed on each of the four (4) lakes and ponds that were performed during 2020. See slides 6-14.

## Geese & Duck Problem

Special topic was brought up: unwanted geese population. Slide 15.

Claudia Buttera provided additional information on how harmful the ducks and geese (their feces) are to our lakes. The soft methods of deterrence don't seem to work or are not being used sufficiently. And there is a need to implement measures to control their population growth - including measures such as removing and/or destroying goose & duck eggs. In order to do this, a provincially issued permit must be obtained but the process for obtaining such a permit may be onerous. If it proves to be too difficult to obtain such a permit, the SLOA board may consider hiring a company specialized in this area of wildlife management. However, no one the SLOA board is willing or able to take on this task.

**Call for a volunteer** to research into a service and permit for destroying geese eggs in a controlled and legal manner.

<https://www.thecoves.ca/sites/default/files/resources/Canada%20Geese.pdf>

## Community Pool

Mark Saulnier was this year's pool Champion. He wasn't available to speak during the AGM, so Bill Rideout delivered information about the work performed on the pool, pool house and wider pool area during 2020. Bill also provided an outline of the work planned for SLOA pool area in 2021. See slides 16-17

## Common Areas

Bill Rideout spoke about work in the common areas - grass cutting & tree cutting/brush removal. See slide 18.

## Reserve Study

Cheryl Lynn Brekalo accepted the task of initiating a Reserve Study for the community. She provided an explanation as to why the reserve fund study was performed, along with the benefits of having a template that can be used for all future capital expenditures and the planning of future maintenance and enhancement of community amenities, see slide 19. The reserve fund study was commissioned in Aug. 2020 but not yet completed at the time of the AGM meeting.

## Tennis Courts

Marc St.Pierre, the tennis courts Champion, has delivered information about what was done in the tennis courts this year 2020 and presented the major work proposed for 2021 to do a restoration of the court furthest from the path. See details in slides 20-21.

## Entrance Sign Replacement

Cheryl Lynn Brekalo and Rima Markunas accepted the role as 'champions' in respect of the Entrance Sign Replacement project - a project planned for 2021. Their primary tasks included soliciting input from the community regarding possible designs for the replacement signs and obtaining quotes for the replacement of the entrance signs. Cheryl and Rima delivered information about the two preferred options that were selected based on an online, community survey held in August 2020. See slides 22-26.

The Board plans to rebuild the signs in 2021, provided that community approval is received based on a motion & vote during the AGM. The motion & vote are required in order to ensure that the SLOA board has community approval regarding the style/design of the new sign AND the allocation of the necessary reserve funds for the project - this is our usual practice for any capital expenditure in excess of \$ 5K.

The floor was open for discussions both in talking and in chat.  
General Questions and Answers.

- There will be no special assessment for rebuilding the signs, as we have sufficient funds available accumulated in the Reserve
- The landscaping company "Heritage General Contracting" that proposed a best offer for Big Stone, the owner Lorenzo Paunache is a resident of our community
- The "Big Stone" design is different from the original picture voted in the summer, because Lorenzo explained that in the original picture there are multiple stones, layed together and in our climate that will not be long-term stable. The proposed design has a single large stone panel.
- Design for the "Big Stone" was not clear from the pictures so Rima sent out a series of hand-written sketches during the meeting and we were able to display them on screen. The sketches are now included into the slides on page 25 (front and back)

The vote on which sign is to be selected AND the allocation of the reserve fund expenditure was deferred until after the budget discussion.

## Financials

### 2020 Financial Report

Sandi, our Treasurer, delivered information and slide on the 2020 Financial results - see page 27 of the slides.

**Motion 3:** To approve the 2020 financial report as presented  
Moved By: Sandi Bonini

Seconded By: Rob Vastag

Voted: Yes 97 %

**Motion 4:** To approve that the Sunset Lakes Owners Association will NOT be appointing an auditor to audit the 2020 financial statements

Moved By: Sandi Bonini

Seconded By: Dan Weslake

Voted: Yes 83%

Floor was open to discussion during the motions. There were questions about an audit of SLOA's finances. Sandi pointed out that a professional audit is quite an expensive proposition and it is typically deferred in the community. The main reasons for audit deferral are the cost, an insufficient basis to justify a formal audit and the fact that no other SLOA board has deemed such an audit necessary. As well, the financial processes performed by the SLOA treasurer are not complex: the treasurer: collects the annual maintenance fee associated with each residence; ensures that a minimum 10% of the total collected fees are deposited into the SLOA Reserve Fund (per SLOA By-law no. 3) and generates an annual operating and capital budget to ensure that sufficient funds are allocated for the proper operation and maintenance of SLOA amenities. The Reserve is stored in a bank account and a portion of it is invested in GICs.

Sandi proposed that if there is enough interest, a 'third party review' of SLOA's finances could be performed by a small group of people from the community - non-board members and ideally with some financial experience. This group (say 1 to 3 people) would, on their own time, have the opportunity to look through SLOA's financial records and verify that everything from SLOA's banking, to investing, to capital expenditures are proper and fully accounted. **NOTE:** although this proposal was made, none of the meeting attendees expressed interest in participating in such a 'third party review'.

## Fees Increase

Sandi presented information regarding a proposed increase in the annual SLOA maintenance fee. See slide 29.

Main justifications being:

- Two major renovation projects coming up in the next year 2021, which will use approximately half of of the current Reserve Fund;
- Aging community amenities will require maintenance or replacement in the coming years on a more regular (i.e. less ad hoc) basis;
- the Reserve Fund needs to be replenished and sustained, in order to avoid having to implement a special assessment to pay for these upcoming, expected expenditures; and
- Last increase was 5 years ago

Discussion occurred with many questions and answers.

- Our fees are higher than other neighbour communities. However, Sunset Lakes has a greater number of amenities than these other communities (i.e. two tennis courts rather than just one; two entrance sign areas, longer paved pathways; etc...) and it is also an older community, so higher maintenance expenditures are to be expected..
- We cannot disclose houses that do not pay fees due to privacy issues. However, the board (via the Treasurer) is always looking at ways to recover unpaid fees. The most successful approach has been via status certificates that are issued during a property sale. Any unpaid

fees are noted on the status certificate and the seller/seller's lawyer always makes certain that these fees are paid prior to completion of the sale.

## 2021 Budget Proposal

Sandi presented the budget proposal, see slide 32 with 2 options, one for each Entrance Sign. Both options include the Tennis Court repair. Floor was opened for discussion regarding the proposed budget and capital expenditures for 2021.

- Why the Pool Operations increase compared to previous year? There were number of items identified by the Pool champions Mark Saulnier and Bill Rideout to be done. This increase appears to have been temporary, in order to cover some necessary, but transitory expenditures. The increase should not have to be carried over to next year..
- Why do we have tennis Court maintenance now. The Board learned from experience that Tennis courts need some regular maintenance approx \$500 each of the two.
- Can we just remove Entrance Sign completely? Answer: Entrance Signs are one of the SLOA Amenities and the board is obligated to maintain them in the same or better shape. To remove and amenity from our community requires a special community vote that requires at least 80% approval. Besides, the entrance signs - especially the one at Tranquil Gate - is a part of our community aesthetic and contributes to the maintenance and enhancement of property values in our community.
- Entrance sign replacement has been discussed and planned on the board agenda since 2015 and, up until this year, was always set aside due to other priorities. Due to the ongoing deterioration of the main sign @ Tranquil Gate and, to a lesser extent, the Old Prescott entrance signs, it was decided, by the board, that 2021 would be the year that this project is finally undertaken.

**Motion 5:** To approve the increase of the fees to \$500 for 2021

Moved By: Sandi Bonini

Seconded By: Dan Weslake

Voted: Yes 85 %

After a discussion, a vote for the preferred option for Entrance Sign was launched.

**Vote:** To select the Entrance Sign

Option 1 Big and Flowing \$38,350 + HST

Option 2 Big Stone \$27,050 + HST

Moved By: Cheryl Brekalo

Voted: Option 2 by 69%

Floor was open to discussion as to whether or not we would proceed with the Entrance Sign project.

**Motion 6:** To approve the 2021 Budget option 2 which includes both Tennis Court and Entrance Sign renovations

Moved By: Sandi Bonini

Seconded By: Doug Thompson

Voted: Yes 84 %

Sandi presented slide about Reserve Fund - see page 31

## Other Community Items

Dan presented a slide discussing the SLOA the Covenants and describing the SLOA Design Review process.

Lesley Rideout presented information about Community events, see page 35-36

Dan presented information about SLOA Communications, Policies and Practices - pages 37-39

Dan presented information on Volunteers and Champions pages 40-41

We always are in need of volunteers. Please contact us at [sloa@rogers.com](mailto:sloa@rogers.com) if you would like to volunteer in any of the listed or not yet listed items.

## SLOA Board Election

Dan presented the proposed slate of the SLOA board. Bill Rideout will be joining the board for 2021 (page 42). Bill introduced himself and briefly described his volunteer activities within the community.

Floor open to discussion. A few kudos for the board doing a good job were commented on in the chat.

**Motion 7:** to approve the slate of the Board for 2021

Moved By: Dan Weslake

Seconded By: Chuck Hamilton

Voted: Yes 93 %

## General Questions from the Floor

Message of thanks to the Board

Doug Thompson - provided information regarding the SLOA Community Ambassador program. Doug Thompson and Heather Counsell currently serve as Community Ambassadors. Their role is to welcome new residents to our community and answer any questions they may have regarding the SLOA covenants, by-laws and community activities . If you notice new residents moving into our community, please send an email to [sloa@rogers.com](mailto:sloa@rogers.com) so we don't miss them.

**Motion 8** - to adjourn the meeting.

Moved By: Dan Weslake

Seconded By: Sandi Bonini

Voted: Yes 97 %