

SLOA Annual General Meeting



25 November 2020

Agenda



AGM 2020

- Introduction of the Board
- Approval of Agenda
- Approval of Minutes from last AGM
- 2020 Annual Community Update
- 2021 Amenities
- 2020 Financial Report
- 2021 Annual Budget
- Election of 2021 Board

Opening Motions



AGM 2020

Motion 1: to approve the 2020 SLOA AGM agenda

Moved By: Dan Weslake

Seconded By: Neil Cassidy

Voted: Yes, majority

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

Moved By: Dan Weslake

Seconded By: Chuck Hamilton

Voted: Yes 73%

Introducing the Board 2020



AGM 2020

- Dan Weslake (President)
- Sandi Bonini (Treasurer)
- Lena Grygoryev (Secretary)
- Doug Thompson
- Cheryl Brekalo
- Marc St. Pierre

Annual 2020 Report

Year in Review



Lakes & Ponds Committee



AGM 2020



Committee Objectives

- Stewardship
- Vegetation removal
- Community Support



Reporting on

- Water Sampling
- Lake Reports

Lakes & Ponds Committee



AGM 2020

Stewardship

Members of the committee are located on each of the 4 lakes and are engaged in ongoing attention to the particular needs of their waters and recruiting neighbours. This has proven effective and we have 6 members currently on the committee. The first initiative is to oxygenate the lakes and we currently have systems purchased by SLOA for operation in each of the 4 lakes. The success of this program has been consistently reported by the stewards in improving water quality, clarity, and inhibited weed growth. It may be necessary to acquire 1 or 2 units in the future to round out the effectiveness of this program, further keeping an eye on progress.



Lakes & Ponds Committee



AGM 2020

Vegetation Removal

Any organic matter that enters or grows in the pond must either decay and escape as carbon dioxide or be removed prior to decay. Accordingly, removing as much vegetation as possible limits the demand for oxygen uptake and increases water quality and clarity. All 4 lakes are scheduled for vegetation removal in 2021. There are also annual water samplings conducted. While these results have indicated that the water quality is good, it does not reduce the need for attention to the maintenance of the health of the lakes as a basin for stormwater collection.



Lakes & Ponds Committee



AGM 2020



Encouraging community support and participation

It is important that communication with residents directs people to use organic fertilizers with very low nitrate and phosphorus components as well as regular maintenance repair and replacement of septic systems. SLOA has done an excellent job of these communications in the past and it is hoped that the Association will continue to keep residents well informed of all homeowners' commitment to maintenance of water quality.



Lakes & Ponds Committee



AGM 2020

Water Sampling

Lake Sampled June 26, 2019	NITRATE LEVEL (N-NO ₃)	E. COLI LEVEL
Sunset Lake	<0.10	17
Twin Lake	0.31	8
Misty Morning Pond	<0.10	5
Waterside Court Pond	<0.10	25

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”

Lakes & Ponds Committee



AGM 2020

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.

The water clarity in Sunset Lake was exceptionally good this year. I believe it is clearer now than in previous years. The bubblers and aerators seem to be working well. We have two bubbler lines to look at in the spring, I believe additional bubblers would continue to help water quality and clarity”

SLOA Water Quality Committee Member, Dave Anderson

Lakes & Ponds Committee



AGM 2020



Twin Lake

The water quality was very good (E. Coli count was very low in surface water) and in particular the water clarity was excellent (clearest water seen in years). It would appear that the four bubblers and the surface agitator (at south end of lake) did their job and kept the water clean and clear. The Lake was heavily used for recreational purposes (due to late start of pool) which was wonderful to see.

A beach was built by residents at the north end of the lake and used extensively including for paddle boards and kayaks. It was further noted that many residents shared the community weed rake and kept their respective lake frontage areas clean and clear (including the 2 common areas). A lot more wildlife was seen on the lake compared to previous years which is a good sign of a healthy lake.

Overall, it was an excellent year for the lake which was enjoyed by many residents.

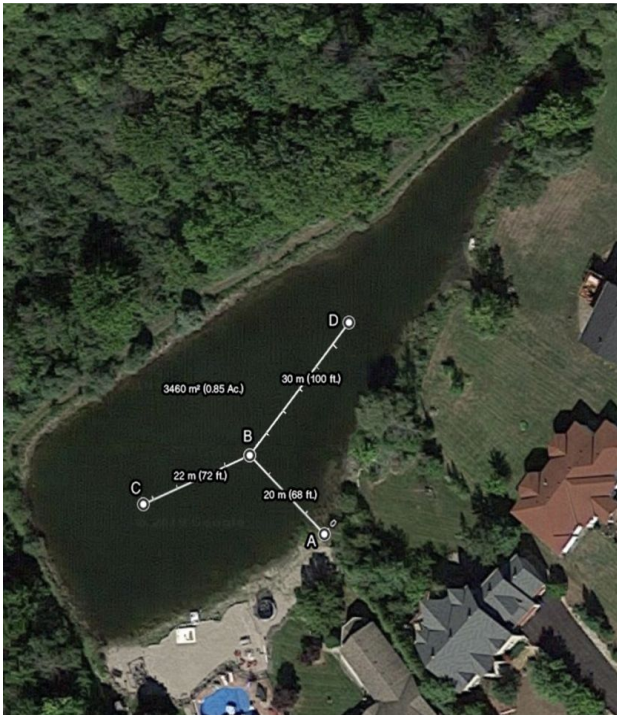
SLOA Water Quality Committee Member, Russell Shearer

Lakes & Ponds Committee



AGM 2020

North Pond



As with the other ponds the water quality was very good. The feedback from the neighbours around the pond was that clarity was much improved from previous years. Algae growth also appears reduced from previous years. The north pond aerators are run from first thaw to the first appearance of ice on the surface.

SLOA Water Quality Committee Member: Adon Phillips

Lakes & Ponds Committee



AGM 2020

South Pond



South Pond water quality remains high. Both the bubbler and surface aerators did well.

SLOA Water Quality Committee Member,
Chuck Hamilton

Geese and Ducks

Enemies of the Water Quality !



AGM 2020



Duck and goose feces is a MAJOR contributing factor to poor lake/pond water quality. The droppings increase both e-coli bacteria and unwanted growth of algae.

An adult goose produces approx. 1 kg of 'goose poop' per day

Discourage them from your waterfront property:

- remove all food sources and don't feed
- install a goose and duck repelling line along the edge of the water - 1 to 2 feet away from the water's edge and about 6 inch above the ground, extending along the entire length of your properties. As simple as these lines are, they serve as an effective barrier for geese and ducks
- actively discourage them from settling and residing

It may be possible to obtain a permit for destroying the eggs. Need a volunteer to research into it and obtain a permit for the community.

Community Pool



AGM 2020



Pool opened 16 June following the opening guideline from City of Ottawa IAC with Covid 19 regulations and closed 20 Sept, another successful season.

Work completed in 2020:

- Installed new pool Chemical system CAT2000
- New pool water heater Jandy 400K BTU
- Installed an underground Gas Line (future Project)
- Installed electrical plugs and switches in the Pergola
- Replaced the shower unit
- Repaired the building heating system
- Replaced the sprinkler system control unit and one zone complete
- Removed one hedge and installed a sidewalk
- Replaced bricks with cement at the pool edge
- Repaired 7 rips in winter safety cover
- Beach and Parking lot light repaired
- Pool security system upgraded
- Septic Tank cleaned, cover raisers installed so it is easier to clean going forward
- Investigated and repaired a pipe leak

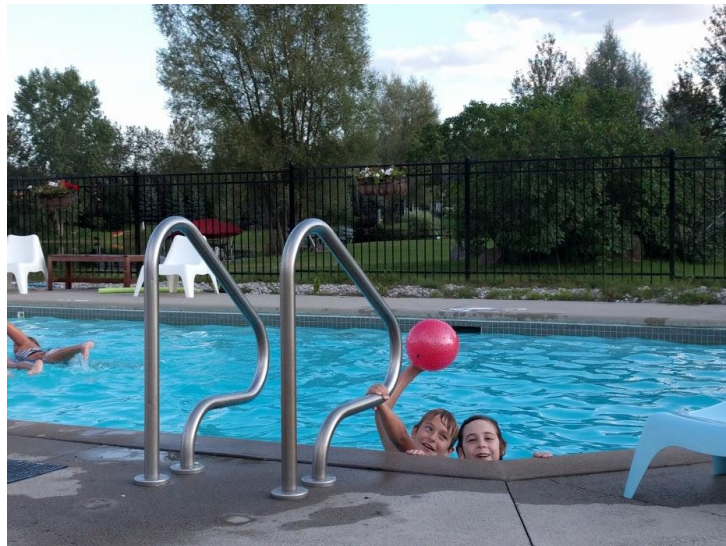
Community Pool



AGM 2020

PROPOSED for 2021-2022 Pool Area Development

Feedback from members using the pool influenced this list of possible improvements for the community to consider, based on the amount of funds we wish to invest. Written cost estimates provided to the Board for consideration.



- Install a gas line connections to provide gas to 2 identified BBQ areas to replace propane units
- A gas fire pit for centre of the picnic table area
- Purchase a Natural gas fire pit insert
- Purchase furniture for the fire pit area
- Purchase 1-2 good quality natural gas BBQs
- Purchase 2-3 composite picnic tables and move wooded ones to beach areas
- Refurbish existing furniture

Common Areas



AGM 2020

Beach, Volleyball Ground, Children Playground, Pathways

Work Completed 2020

- Rejuvenated sand at the beach area of Sunset Lake
- Created new sand beach at Twin Lake
- Canoes repaired
- Trees planted

Work Proposed for 2021

- Bench repairs along walkways
- Continue Sunset lake trail restoration
- Playground Sand
- Dock repairs
- Basketball court repairs
- Purchase of one adult kayak

Reserve Fund Study (RFS)



AGM 2020

- SLOA has never had a formal RFS.
- In early 2020 secured three bids to conduct a RFS.
- Awarded the contract to EXP cost is \$1900 + HST.
- Currently working with EXP - draft report in early 2021.
- Noted to EXP the 2021 capital investments for the community are the tennis courts and entrance signs.
- Key report elements will include:
 - Description of major common elements including condition, deficiencies and life expectancy.
 - Life cycle costing analysis.
 - Recommended contribution strategy.
- Will share the report and its findings with the community once finalized.

Tennis Courts



AGM 2020

Work Completed 2020

- General maintenance such as clean-ups, weeding etc.
- Started removal of asphalt humps at fence post bases.
- De-weeded and filled cracks on court nearest path with Acrylic Patch Filler.
- Installed new signs on courts.



Work Planned 2021

- Apply cold patch asphalt around fence post bases where needed.
- Attempt to lower fencing, where possible, or install strips of fencing, to close up small gaps at base of fence.
- Establish yearly maintenance meetings with Chris Smith from Canada Court.
- Filling, repair, complete repainting of the court furthest from pathway by Canada Court (pending approval at 2020 AGM- see slide)

Tennis Court - Request



AGM 2020

Situation: Tennis court farthest from the pathway

The painted court surface is peeling terribly and small fissures are starting all over the place. The court has been in need of a paint job for some 5 yrs and it is becoming a hazard to people playing on the court. There are several areas of humped asphalt which need to be re-levelled. The court has apparently never been repainted since its construction some 20 yrs ago. Repainting should occur every 10 yrs or so to avoid more expensive work. It is long past due.

Solution

Canada Courts, who built the tennis court about 20 yrs ago, proposes to make the following repairs in spring of 2021:

- Power wash court clean of loose and peeling paint.
- Fill in cracks using elastomeric crack filler.
- Address two high spots and grind down and smooth as best as possible to existing surface.
- One heavy coat black resurfacer sealer which also acts as a minor leveler coat
- Supply and install two heavy coats of winter Green to the playing area of the court.
- Supply and install two heavy coats of Red to the outbound area of the court.
- Layout and paint tennis court lines using white line paint.
- Layout and paint Pickle ball lines using yellow paint as per existing lines.

Warranty: Three years on paint bubbling or delamination, One year on cracks

Cost: \$10 500 + HST

Entrance Signs



AGM 2020

Survey Results + Quotes

- In the summer months we conducted a survey to identify top preferences for the new entrance signs.
- The top two choices were the “Big and Flowing” and “Big Stone”
- In the fall quotes were obtained.
- Will replace the Tranquil Gate sign and one sign on Lakes Park Drive (southside) / Old Prescott
- Tonight we will decide which one we will go forward with.



Entrance Signs - Big and Flowing Quote



AGM 2020

- Will be scaled back to fit the space on Tranquil Gate + a smaller version on for the Lakes Park Drive entrance - only topical images available
- Cost of \$38,350 + HST
- Quote includes:
 - Removal and disposal of existing signs + repair damaged areas of lawn or changes in grade. All areas will be top soiled, graded and sodded. Beds - premium bedding soil
 - All work is guaranteed for three years

Big Sign - convex curvature

- Two pillars and wall using Brandon Wall in Champlain Grey with Raffinato cap in Onyx Black
- Pillars will be 3x3x5' and wall will be 3.5' high
- Total structure 24' long

Small Sign - straight

- Pillars will be 2x2x3' and wall will be 2.5' high using the same materials as the big sign
- Total structure 16' long



Entrance Signs - Big Stone



AGM 2020

- Will be scaled back to fit the space on Tranquil Gate + a smaller version on for the Lakes Park Drive entrance
- Cost of \$27,050 + HST
- Quote includes:
 - Removal and disposal of existing signs + repair damaged areas of lawn or changes in grade. All areas will be top soiled, graded and sodded. Beds - premium bedding soil

Big Sign

- Excavate 3' and supply and install granular A stone base
- Supply and install armour stone wall 8x15x3'
- Supply and install granite slab 6x9'

Small Sign

- Armour stone wall 6x12x3'
- Granite slab 4x6'



Speckled 6' x 9' Granite Slab



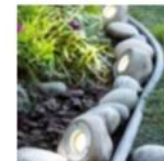
Speckled Armor Stone



Built up Armor Stone Wall - higher on one side and signage on the other



Solar up Lighting to feature signage



Solar Rock Lights



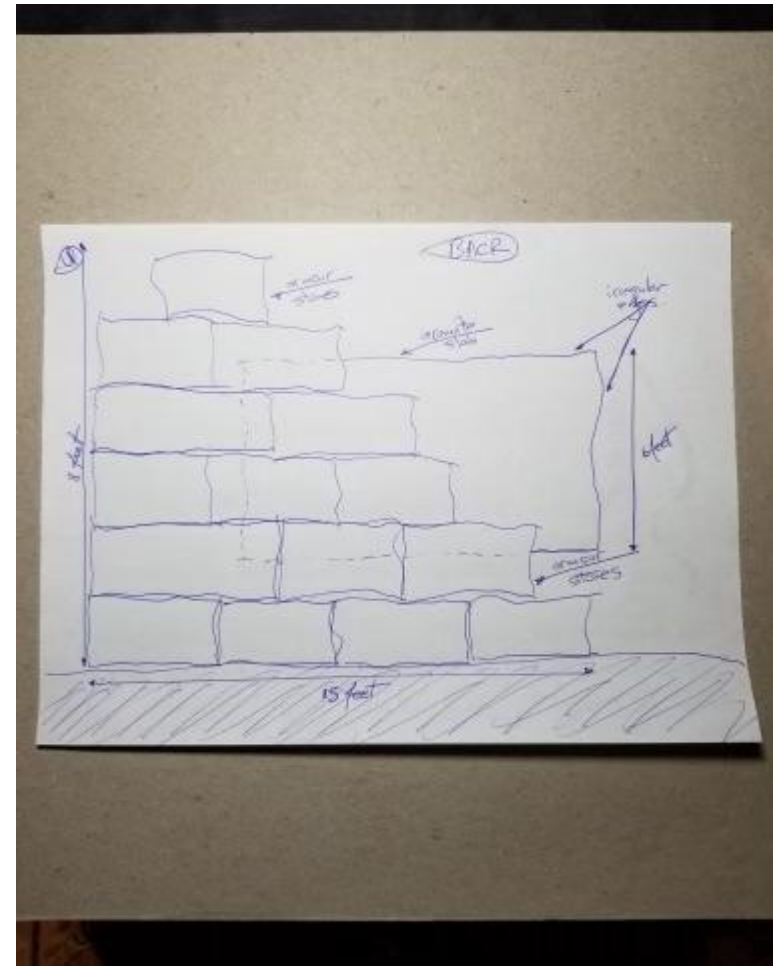
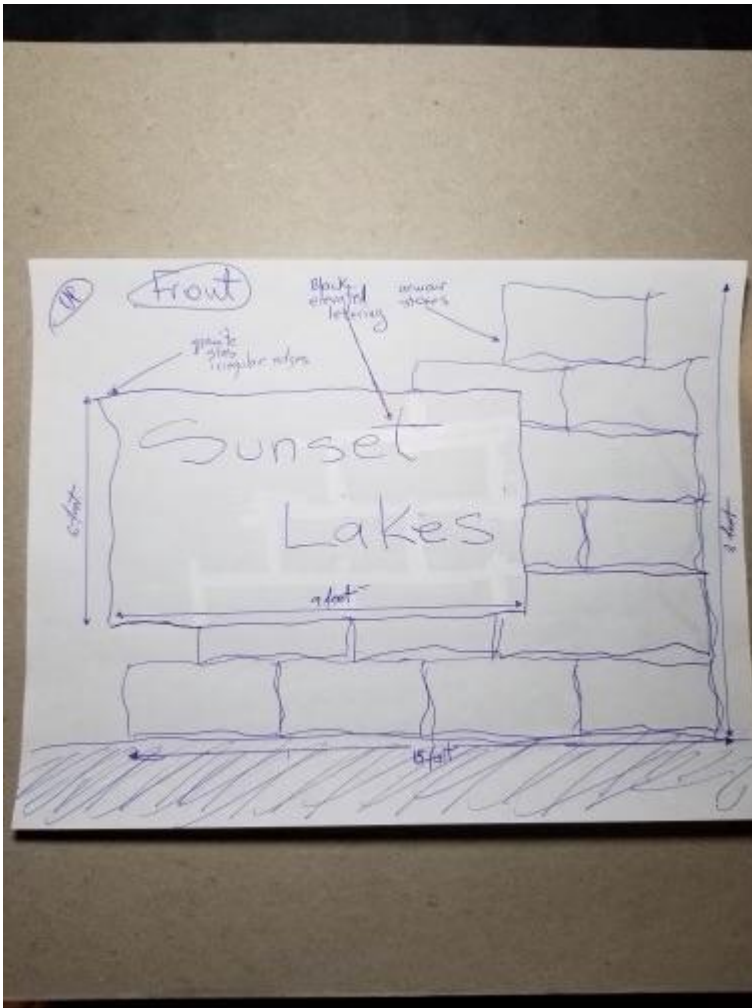
Black Iron Lettering



Entrance Signs - Big Stone Sketches



AGM 2020





AGM 2020

Entrance Signs - Discussion and Vote

- Questions / Discussion
- Best price quotes
 - Option 1 Big and Flowing \$38,350 + HST
 - Option 2 Big Stone \$27,050 + HST

2020 Financial Report



AGM 2020

	Budget 2020	Projected to year end
Income	66,000	62,579
Operating Expenses		
Administration & General	5,400	4,283
Gardens and Landscape	11,800	11,491
Pool Operations	13,000	11,624
Lake Operations	15,700	8,570
Community Events	2,000	407
Repairs and Maintenance (other)	3,000	4,555
Pool Surveillance System	5,000	5,509
Walking Trail/Path Maintenance	2,000	1,816
Septic System Pumping and Repair	0	1,398
Total Operating Expenses	57,900	49,653
Allocation to the Reserve Fund	(6,345)	(6,345)
Capital Projects – Pool Heater and Chemical Control System	0	10,718
Net Income/(Loss)	\$1,755	\$(4,137)

Financial Motions for 2020



AGM 2020

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%

2021 Fees due January 1st



AGM 2020

- The board is suggesting a fee increase for the 2021 year. The new annual fee will be \$500
- 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

Ways to pay

- e-payment is now available for your convenience
- **Email to: deborah@boninitax.com**
- Mail your cheques to:
6798 Lakes Park Drive, Greely, K4P1M6

Financial Motions for 2020



AGM 2020

Motion 5:

To approve the increase of the fees to \$500 for 2021

Moved By: Sandi Bonini

Seconded By: Dan Weslake

Voted: Yes 85 %

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%

Reserves



AGM 2020

- We normally contribute 10% of total income to the reserve fund each year.
- At the end of 2020, the reserve fund will be approximately \$105,000.

2021 Budget Proposal



AGM 2020

	Budget 2020	Budget 2021 Option 1	Budget 2021 Option 2
Income	66,000	74,000	74,000
Operating Expenses			
Administration and General	5,400	5,600	5,600
Gardens and Landscape	11,800	12,800	12,800
Pool Operations	13,000	20,250	20,250
Lake Operations	15,700	12,000	12,000
Community Events	2,000	2,000	2,000
Repairs and Maintenance	3,000	6,000	6,000
Tennis Courts	0	1,000	1,000
Pool Surveillance System	5,000	0	0
Walking Trail/Path Maintenance	2,000	3,000	3,000
Total Operating Expenses	57,900	62,650	62,650
Net Income/(Loss) after Operations	8,100	11,350	11,350
Allocation to Reserve Fund	(6,345)	(7,050)	(7,050)
Capital Projects – Entrance Signs	0	43,500	30,600
Capital Projects- Tennis Court	0	12,000	12,000
Net Contribution/(Draw on Reserves)	\$1,755	(\$51,200)	(\$38,300)

Financial Motions for 2020



AGM 2020

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 %



AGM 2020

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 3 wks

Community Events and Social Activities



AGM 2020

Events are open to all residents in good standing and accompanied guests. We look forward to seeing our neighbours in 2021 at our community events



Community Events and Social Activities



AGM 2020

Due to COVID-19 the social activities this year were rare and constricted. Yet we did have some good stuff going:

- Spring and Fall Clean-up Days – Keeping our community beautiful
- Sunset Rock Art
- Fairy Doors
- TGIF at the pool
- Free water ski nights
- Halloween Scavenger Hunt

Looking forward to seeing you in the in 2021 at our community events



SLOA Communications



AGM 2020

- All communications from SLOA board are via email sloa@rogers.com
- Residents should make sure to provide SLOA with an active email address if they want to receive community notifications
- Email addresses collected by SLOA are not shared. All SLOA communications are sent out using blind carbon copy (bcc)
- SLOA email distribution list is used ONLY for the information that is pertinent to the ENTIRE community (examples: lost/found items or pets, vandalism/public safety concerns, SLOA organized activities)
- SLOA distribution list IS NOT used for personal services ads, charitable causes, fundraisers, house sitting, etc., no matter how laudable or beneficial the cause
- Such messages are allowed and welcome on our “SLOA” Facebook Group (Please join!)

SLOA Communications Policies & Practices



AGM 2020

- All email messages sent to SLOA (sloa@rogers.com) are read by a member of the SLOA communications committee.
- All members of the SLOA communications committee MUST be a sitting member of the SLOA board.
- All community-wide email messages disseminated by SLOA are issued 'unsigned' in order to indicate that the particular message has been issued on behalf of the entire SLOA board. Given the amount of community-wide messaging disseminated by SLOA, it is not practical to have all current board members 'sign' each community-wide message. Hence, the practice of issuing 'unsigned' messages from SLOA. Note: this practice does not necessarily apply to email messages directed to individuals or to reply messages issued by/from SLOA (see below for details).
- The SLOA email inbox is checked on a regular basis – usually on a weekly basis, but typically even more frequently than that.
- All SLOA email messages are disseminated via blind carbon copy (bcc).
- Email addresses of Sunset Lakes residents are not shared beyond the current board membership without permission from the 'owner' of the email address. SLOA makes every effort to comply with existing provincial and federal privacy laws.
- At present, there is NO automatic response issued by SLOA. While all email messages are read, a response is sent ONLY in respect of those messages where a response is deemed necessary or appropriate.
- Once reviewed, email messages are directed to the appropriate board member(s). If a response or further action is required, that response/action is then undertaken by the assigned board member(s).
- When a response from SLOA is issued, it is at the discretion of the person serving as the SLOA communications representative to decide whether or not any response is 'signed'. For instance, when a resident submits a question or comment that is NOT associated with a previously issued, community-wide email message, it is up to the SLOA communications committee to decide whether or not a response is warranted AND whether or not that response is to be 'signed'. Again, the intention behind leaving the response 'unsigned' is to indicate to the resident that the response has been issued by/from the entire SLOA board NOT a particular individual.
- In those situations where it is useful/necessary for the resident to have a 'point of contact', the responding message from SLOA is usually 'signed' by the author - i.e. the SLOA communications representative who actually formulated the response.

Unless specific deficiencies are noted regarding the above policies and practices OR reasonable and implementable suggestions are submitted by residents, there is no plan to change any of these policies and practices.

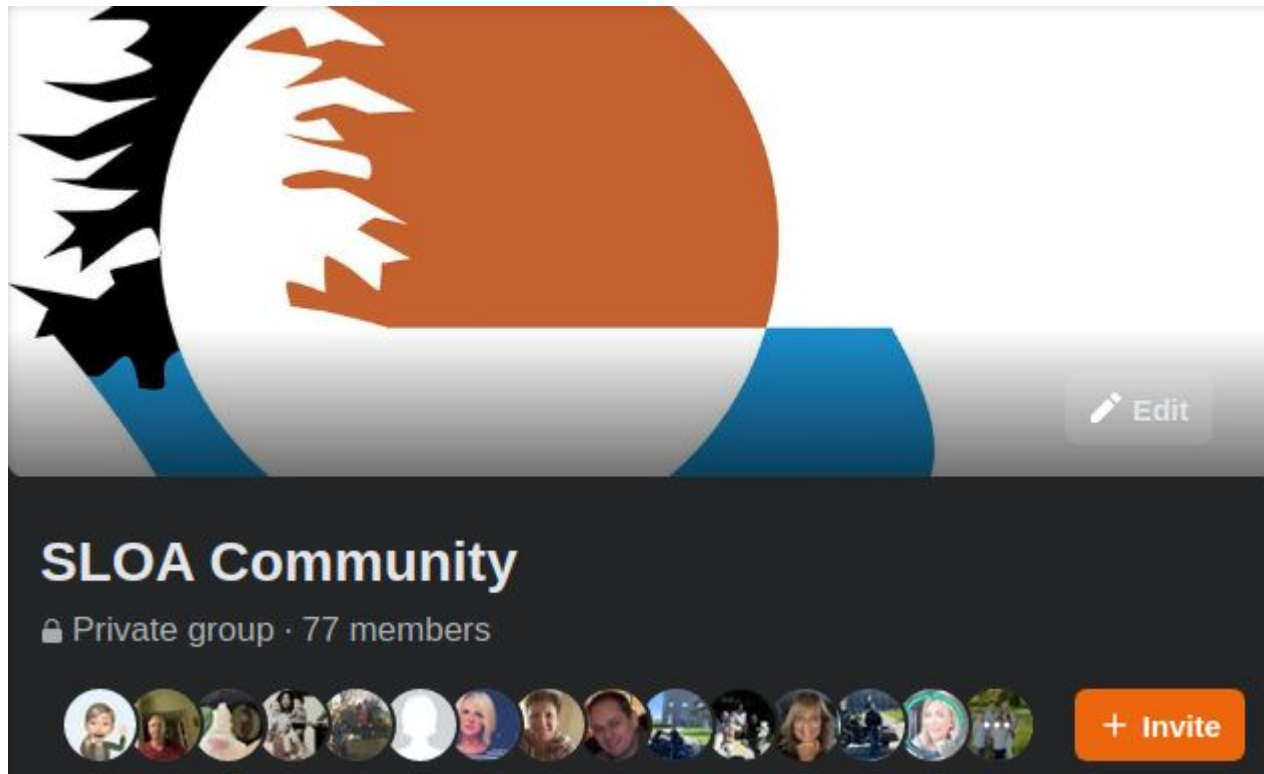
SLOA Communications



AGM 2020

We have a Facebook Group, Please join us!

Private and limited to people living in the community.



Volunteers Make the Community



AGM 2020

- All Board members are volunteers (no remuneration)
- Volunteers can sit on special committees
- Roughly 20% of households volunteer

You can help keep Sunset Lakes beautiful by:

- 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
- Encouraging your high school students to earn volunteer hrs

Community Champions



AGM 2020

Pool Operations - Mark Saulnier

Tennis Courts - Marc St. Pierre

Community Trails / Pathways - Bill Rideout

Volleyball court - Jess & Rodney Allen

Beach & Beach Equipment at Sunset Lake - Jess & Rodney Allen

Children Playground - Jess & Rodney Allen

Dock at Sunset Lake - Jess & Rodney Allen

Entrance Signs - Rima Markunas

Community Ambassadors - Doug Thompson & Heather Counsell

SLOA Social Committee - Lesley Rideout

Volunteer Hours Coordinator (for teens) - Lesley Rideout

SLOA Entrance Gardens - Sandra Kopmann

SLOA Board Members for 2021



AGM 2020

1. President: Dan Weslake
2. Treasurer: Sandi Bonini
3. Secretary: Lena Grygoryev
4. Marc St. Pierre
5. Doug Thompson
6. Cheryl Brekalo
7. Bill Rideout

To be eligible to join the board a member must be in good standing

Motions



AGM 2020

Motion 7:

to approve the slate of the Board for 2021

Moved By: Dan Weslake

Seconded By: Chuck Hamilton

Voted: Yes 93 %

Questions from the Floor



Motion 8 - to adjourn the meeting.

Moved By: Dan Weslake

Seconded By: Sandi Bonini

Voted: Yes 97 %



Thank you all for coming!

