



**WOODSTREAM OWNERS ASSOCIATION (WSOA)
AGM 2025
MEETING MINUTES
LOCATION: Recreation Centre**

Meeting Date: WEDNESDAY, NOVEMBER 19th, 2025 Start Time: 7:00 p.m.

BOARD MEMBERS IN ATTENDANCE: EXECUTIVE: P-Y Bourduas, Phil Furlan, Trish Cullen

DIRECTORS IN ATTENDANCE: Dave Lowry, Shannon Mercer, André Charette

GENERAL ATTENDEES: Johanne Bourduas, Natalie Peters, James Hersey, Geoff Cowel, George Van Noten, Josianne Phénix, Mary Furlan, Germain Gandolffini, Charles Cohen, Cameron Mason, Lucie Demers, Tim Young

I: CALL TO ORDER:

President P-Y Bourduas opened the meeting by welcoming all participants.

II: APPROVAL OF MEETING AGENDA:

The agenda that was shared with community members was approved.

III: APPROVAL OF PREVIOUS MEETING'S MINUTES:

The minutes that were shared with the community members prior to the meeting were approved as is.

Moved By: Germain Gandolffini and Seconded by: James Hersey

IV: PRESIDENT'S REPORT:

1. Future Development:

There has been no further news on the progress of the new development (1191 Stagecoach). P-Y had spoken to Dan Anderson of Sunset Lakes Developments concerning the clearing of trees and he was briefed that it would be the clearing of debris, bush and dead trees or those trees that were not solid. However, obviously that was not the case and it was more of a clear cut. Charles Cohen has agreed to take the lead in representing WSOA to ensure we receive the necessary communications from the developer and the City of Ottawa. In the near future P-Y and Charles will take the time to meet with Dan Anderson to get more definitive answers on our concerns. Over the summer Charles reached out to the city with many questions but few answers at this time. Once the application from Dan Anderson is received by the City, public consultation will be done. P-Y did mention that Dan Anderson is quite preoccupied with other projects like Forest Lake which is on the other side of Stagecoach Rd. It could be as far out as another two years before we see any progress or have a public consultation. Should you wish to contact Charles Cohen with your concerns, he can be reached by e-mail at: charlescohen84@hotmail.com

2. Use of Gym Equipment by Minors

P-Y brought to the community's attention that there are kids who are frequenting the recreation centre to use the gym equipment but they are using it incorrectly. This is causing some of the equipment to be damaged such as the cables. He is willing to volunteer his time to show any kids that are interested in how to use the weight equipment properly. He also mentioned that children must be at least 16 years old to use the equipment or be accompanied by an adult if they are under 16 years of age. Tim Young also volunteered his time to do some training and suggested that he could provide signage on how to use the equipment which may help in preventing misuse causing safety concerns and equipment damage. If any of your family members are interested in the training please contact P-Y.

V: Community Reports:

GREEN SPACE/BEAUTIFICATION:

Director Shannon Mercer

Shannon presented the status of the beautiful gardens in the neighbourhood. She mentioned that her and her husband, Ryan, spread mulch on all of the gardens this past fall to help with water retention and prevent weeds next summer. Shannon also stated that she is recommending that a student be hired to assist in the maintenance of the gardens next spring/summer. She looked at two options; having the students who work at the pool augment their duties to include the gardens or to have a dedicated student just for the gardening work. Her recommendation was to have a dedicated resource as it could be difficult for the pool help to do both and the duties are more labour intensive. She also mentioned that if anyone in the community is willing to volunteer that would be helpful and would also help to reduce costs. Please contact Shannon at, shanmercerc@yahoo.ca, if you are interested.

2025 MEMBERSHIP DUES:

V.P & Membership Dues: Phil Furlan

Membership Dues:

At our last meeting in May 2025, James Hersey proposed using the Consumer Price Index (CPI) to apply an inflation factor to manage our annual membership dues after reviewing the "EXP report/study" that was done in 2016. (please refer to the May 2025 Minutes). The annual dues are currently \$400.00. The CPI may not be the best indicator but it is a good indicator for our purposes. If we were to use the Bank of Canada inflation rate the dues would have to increase to \$469 over the last 4 years and we are proposing \$450.00. After reviewing the estimate to repair the pool at approximately \$140K, if we were to apply the Bank of Canada inflation rate, it could cost approximately \$170k if we delay the repairs for another 7 to 8 years. The following options were looked at:

- 1) keep the membership dues at \$400; or
- 2) Increase to \$500; or
- 3) Increase the dues to only \$450 for 2026.

If we choose the 3rd option and apply the CPI on an annual basis it will take 7 to 8 years to collect the funding needed to repair the pool. At \$500/year it will take five years. There are also other capital expenses that will no doubt come in the near future such as the gym equipment replacement, pool fence repairs, A/C unit replacement, to name a few.

The following questions were presented at the meeting by members:

Q. What Fee is South Village charging? How are they able to maintain their pool cheaper?

South Village's membership fee is \$450.00. They do currently have a higher reserve. Their pool has a different surface than WSOA so it is hard to compare our issues with theirs. If we are concerned about the pool repair costs being even higher, in the future we could allocate a higher percentage to the reserve fund. Currently it is 20 %. If we increased it to 25% that would add an additional \$5000.00/year.

Q. Costs seem to go up every year, how sustainable is this? Perhaps we should decommission the pool.

This was mentioned at the May 2025 meeting and discussed again at this meeting. P-Y stated that decommissioning the pool was not an option. Many members have chosen to live here because of the pool. It is also a great selling feature. Many members do not use it but many members do and sometimes their needs/wants change over the years as the demographics of the community change. There would also be a cost to decommission the pool if it were ever to be entertained. We will continue to risk manage the condition of the pool until there is enough funding in the reserve to repair it for the long-term.

Q.The EXP study recommended that the pool have an acid wash, did we do this?

Andre Charette mentioned that although an acid wash was not done as it would further damage the surface, the pool has been maintained properly over the years. It was also mentioned that many companies were contacted to obtain an estimate for the pool repairs but to date only Benson has provided a quote. Tim Young mentioned that he will provide Andre another source again to see if this contractor would be interested in doing the work and thus providing another quote for comparison purposes.

All agreed that the \$50 increase to \$450.00 to the membership fee was a necessity for 2026 and a minimum of 25% of revenues would be allocated to the reserve fund should no unforeseen events occur.

Moved By: James Hersey and Seconded by: Dave Lowry

Secretarial Note on Membership dues process:

Invoices for 2026 will be issued in the coming days following the release of our minutes to ensure all community members are apprised of the current process. E-transfers and cheques continue to be the methods of payment this year for the annual dues, while we prefer the e-transfer method to ease the management of membership dues payment. Note that we have enabled the Auto Deposit option to ease your payment (no password required); the invoice will provide the required e-transfer transaction submission details.

WSOA Annual Dues are collected on the following time schedule:

1. Original Dues Invoice issued in late November, stating the Payment Due Date is no later than January 1st , 2026.
2. Unpaid Dues as of January 15th will receive a 2nd reminder, plus \$25 late payment fee.
3. Unpaid Dues as of February 15th will receive a 3rd reminder plus additional \$25 late payment fee
4. Unpaid Dues as of March 15th will receive a "Final Notice with Intent to Lien" letter with an additional \$25 Late Payment Fee; sent to the Owner via Registered Mail with 2 weeks to pay.
5. Unpaid Dues as of April 1 ($\$450 + \$25 + \$25 + \$25 = \$525$) will be automatically handed to a Lawyer and a Legal Lien will be registered on the Property's Title. For information, the average cost for a Property Owner to remove this Registered Lien is approx. \$1,100.

Questions relating to fees can be directed to Phil at:
woodstream.membershipdues@gmail.com

Update on Inter-community Association Meetings

Dave Lowry attended this meeting in September 2025. Best Practices were discussed amongst the various communities. Of particular interest was the pot of money that the city of Ottawa currently has that communities can tap into to help offset costs such as repairing walking trails. The city does not advertise this resource but it is available. It was decided that the communities need to review what common projects we have in order to access this funding. We also discussed the various concerns that each individual community had and that no one community is exactly the same but we are all experiencing challenges of some sort. For example, WSOA has the pool problem but Sunset Lakes at a costly legal challenge with one of the neighbours. Geese for one community was a huge problem and residents around the lakes are trying different methods to get rid of them. It is a misrepresentation to

say some are doing better than WSOA as that is not the case. Water conservation was also a topic of concern as we are still at level 3.

FINANCE:

Treasurer: Mark Peters

Due to a scheduling conflict with Mark Peters, Phil Furlan presented the financial reports on his behalf. Please refer to the reports. The areas of notable mention are the new furnace which was replaced for \$4,965 and the pool heater at a cost of \$3,059. The total bank balance at the end of our fiscal year (31 Oct) was \$99,236 of which \$62,386 is in our reserve account. You will note that the committee is trying to keep expenses to a minimum where we can while still keeping assets in good shape. On the Year Over Year Comparison report, page 2, you will note that we have reduced total expenses by over \$6K from 2024 to 2025 partly due to reduction in beautification and social committee costs 2025. There was a lot of discussion on the allocation percentage of the revenues to the reserve account and Phil confirmed that any savings in expenditures going forward will be reviewed to see if they can be allocated to the reserve account.

Questions relating to the financial reports can be directed to Mark Peters at:
woodstreamtreasurer@gmail.com

Budget Moved By: Phil Furlan and Seconded by: Germain Gandolffini

POOL

Director André Charette

No change to the pool status. As mentioned throughout the meeting we will continue to risk manage the state of the pool until we have sufficient funding for major repair work. Overall it was a good season however, we did experience two issues. A blow up toy with confetti broke in the pool causing a major clean-up. Obviously it was an accident but Andre was not notified and it caused a major clean up job for the pool staff. Please advise Andre should any issues such as this occur in the future as it can cause further problems to the pool equipment as well as extra work for volunteers and staff. Secondly, there were teenage trespassers (not members) using the pool on a few occasions as evident on our surveillance cameras. Andre stressed that both gates to the Rec centre building and entrance to the pool have to be locked at all times. Should they not be locked and an accident occur we will be liable. Andre mentioned that volunteers are always needed and if anyone would like to help to please contact him. A call for applications for new students will be issued in the near future for summer 2026. P-Y gave a shout-out to Andre for all his hard work over the past few years. He has gone above and beyond his "volunteer" duties. We are very fortunate as a community to have such a dedicated volunteer looking after our most arduous asset but an asset enjoyed by so many of us in the community making it a rewarding investment.

SOCIAL:

Director Serge Faucher

P-Y presented this topic as Serge was unavailable. There is a plan to do three projects

in the summer of 2026:

A low cost BBQ offering hamburgers and hot dogs to kick off the summer season:

One ice cream truck day is planned as it is such a popular event for most in the community; and

Thirdly, as a note of thanks to our volunteers, funding has been budgeted for our volunteer dinner.

RECREATION BUILDING

Director David Lowry

As mentioned under the budget presentation, a new furnace was installed this past summer. The A/C is still functioning and will not be replaced until it breaks. The sails around the pool area will be replaced with umbrellas reducing costs significantly. The gym equipment is still in good shape for now but will have to be replaced when it no longer becomes safe. The carpet also needs replacing but we will consider this when more funding becomes available.

DESIGN/COVENANT REVIEW COMMITTEE:

Director John Nolan

P-Y presented this topic on behalf of John Nolan. No major concerns to report at this time but P-Y did give an update on the Pebble Trail resident who had a R-V parked there for an extended period of time. The R-V has been removed and the detailing business has ceased at the residence. P-Y mentioned that when enforcing covenants the committee does take into account the personal situations of the residence and that it can become quite delicate. It may appear that nothing is being done, however, rectifying issues can sometimes take time. It was noted that covenants are enforceable as the precedent was set by a legal issue in Sunset Lakes in which the judge ruled that covenants are enforceable with cost recovery.

VI: Other Business:

There was a question concerning water testing on Woods Lake. P-Y mentioned that the testing is now done by Dan Anderson for all the communities. An e-mail was sent out with the results and there were no issues. At our next meeting we will invite the South Nation Conservation Authority to discuss water quality and other issues. Trish will contact Bruno Miville to see if a presentation can be re-arranged.

VI: ELECTIONS

The following positions were up for election for a two year term:

President: P-Y Bourduas voted in by acclamation. No other volunteers submitted nominations.

Treasurer: Mark Peters, although absent, advised the President early, that he would be happy to

continue as treasurer and was voted in by acclamation as well. No other volunteers submitted nominations.

Beautification Director: Shannon Mercer had to leave the meeting early but was also voted in by acclamation. No other volunteers submitted their nomination.

Dave Lowry has resigned as Building Director, however, he will continue to help out when he can. We are looking for a volunteer(s) asap. If you would like to help out please contact P-Y, our president, woodstream.president@gmail.com.

VII: ADJOURNMENT TIME: 9:00 pm

Moved by: Dave Lowrey and Natalie Peters

NEXT MEETING

6 May, 2026 MEETING 7:00 pm

PRESIDENT: Pierre-Yves Bourduas SECRETARY: Trish Cullen, 19 Nov, 2025