

# SLOA Annual General Meeting



November 20, 2025

# Agenda

- 
- 01** Introduce improved motion process
  - 02** Approval of the Agenda & 2025 AGM Minutes
  - 03** Introduction of the Board & Committees
  - 04** 2025 Annual & Financial Report
  - 05** 2025 Projects & 2026 Proposals
  - 06** 2026 Proposed Annual Budget
  - 07** Election of 2026 Board
  - 08** Q&A
  - 09** Adjourn

# Improved Motion Process

**Why?** Updating our process to a more formal approach

## Steps to Execute a Motion

1. A board member makes a motion: "I move that..."
2. Another member seconds: "I second the motion."
3. Chair restates: "It has been moved and seconded that..."
4. Chair opens discussion.
5. Chair closes discussion: "Seeing no further discussion..."
6. Chair calls vote: "All in favor... All opposed..."
7. Chair announces result: "The motion carries/fails."
8. Move to next agenda item.

### SLOA Example

#### **Process Owner; Chair (Secretary)**

Moved by; Mark "I move that..."

Second by; TBD "I second..."

Chair - Acknowledge movement

*Discussion*

Vote;

- Aye
- Nay
- Abstain

Announce result

# Opening Motions

1

## Motion 1

Approve the Minutes from the 2024 AGM held on November 13, 2024



Moved by; Mark Saulnier  
Second by; Lucie Greffe

Discussion

Vote; Yes; 19      No; 0      Abstain; 1

2

## Motion 2

Approve the 2025 AGM Agenda

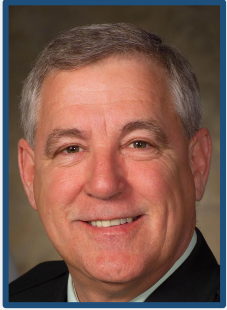


Moved by; Mark Saulnier  
Second by; Steve Bauman

Discussion

Vote; Yes; 20      No; 0      Abstain; 0

# Our 2025 Board



**Mark Saulnier**  
President



**Stephane Parson**  
Treasurer



**Anu Peters**  
Communications



**Joe Furo**  
Board Member



**Cheyenne  
Noseworthy**  
Secretary



**Doug  
Thompson**  
Board Member



**Bill Rideout**  
Board Member

# Our Committee Leaders



Joe  
Furo



Anu  
Peters



Mate  
Brekalo

Design Review



Lesley  
Rideout



Tracey  
Woodman

Social & Community



Winnie  
Lou

NEW



Andrea Van  
Ryckeghem

NEW



Doug Thompson  
& Delilah Mobbs

Welcome Committee



NEW



Dave  
Anderson



Jonathan  
Theriault

Lakes & Ponds



Shaheen  
Razak

NEW



Peter McBride  
Beach

NEW



Nancy Gail Burns  
Gardens

NEW

# Annual 2025 Report

Year in Review



# 2025 Financial Report

Stephane Parson  
[SLOA6798@gmail.com](mailto:SLOA6798@gmail.com)



# Annual Fees Recovery



All but two properties have paid their 2025 dues.

Total Outstanding; **\$6,235.00** (property 1- \$500, property 2-\$5735.00)

**We have initiated the legal lien process on property 2.**

- **Demand letter sent to owner (November 2025)**
- **Next step if unresolved - registration of the S. 71 notice**

**What "Registration" Does:** Registering a Section 71 notice places a warning on the property's official title. This notice alerts anyone who searches the title (like potential buyers or lenders) that someone else claims an interest in the property. It "cautions" them from dealing with the property until the claim is resolved.

## **2025 Status;**

- 139 Homes up to date (of 141 total homes) = **98.5% conformance**

# Financial Motions

3

## Motion 3

To accept the 2025 to-date  
Financial Report as  
presented.



Moved by;  
Second by;

Stephane Parsons  
Alex Gregoryev

Vote; Yes; 22

No; 1

Abstain; 0

# 2025 Budget vs. Actual

**2025 budget approved \$144k**  
 = \$70K budget + \$7K Reserve  
 + Special projects \$50k  
 + Legal carry forward \$17k

**Total 2025 expenses: \$108k**  
 Recovered legal: \$23k

**Cash used = \$14k vs.  
 approved \$68K Draw on Reserve**

	Budget 2025	Actual 2025	Variance	
<b>Income</b>				
<b>Association Income - Current</b>	70,500.00	69,500.00		
<b>Association Income - Arrears</b>	2,500.00			
<b>Status Cert. and Other Income</b>		1,350.00		
<b>Interest</b>	-			
<b>Total Income</b>	73,000.00	70,850.00		
<b>Total Expenses</b>	69,950.00	42,058.09	27,891.91	
<b>Net Income before Special and Capital Projects</b>	3,050.00	28,791.91		
<b>legal carry over from 2022/23/24</b>	14,574.59	9,440.60	5,133.99	\$24,866.01
<b>Legal settlement (Cost award)</b>		23,632.74		\$1,233.27 (out of pocket)
<b>Special and Capital Projects</b>				
<b>Pool Deck</b>	30,000.00	28,238.70	1,761.30	
<b>Pool Shade</b>	20,000.00	22,043.20	(2,043.20)	
<b>Total Special and Capital Projects</b>	50,000.00	50,281.90	(281.90)	
<b>Allocation to the Reserve Fund</b>	7,050.00	7,050.00	-	
<b>Total spend</b>		<b>\$ 108,830.59</b>		
<b>Net Contribution/(Draw on Reserves)</b>	<b>\$ (68,574.59)</b>	<b>\$ -</b>		
<b>Total income</b>		<b>\$ 94,482.74</b>		
<b>Draw on Cash account (unused past budgets)</b>		<b>\$ (14,347.85)</b>		
bank accounts November 17, 2025				
\$13,204 cash				
\$150,122 reserve				

As of November 17, 2025

**Pool Maintenance**

Muriatic acid x 2	\$45.18
Pool misc receipts (vacuum head, etc)	\$256.23
40 bags pool salt	\$338.55
18kg Summer Smiles Chlorine	\$169.44
Pool lights and misc pool	\$418.11
Muriatic acid (4)	\$112.89
Chlorine generator	\$2,032.86

**Tennis Court Maintenance**

tennis court repair aquaphalt, re-surfacer etc.	\$2,989.31
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**Walking Trail/Path Maintenance**

Oil and chainsaw chain	\$53.85
Dump run	\$39.25
Fruit platter/water	\$21.39
Dump run	\$29.70
Wood chipper rental	\$278.77
Dump runs / chain saw chains / gas	\$167.24
Wood chipper rental and gas	\$672.57

**Pool - Other Items**

2 - 12ft Span Back Deck Umbrella	\$1,356.00
Misc picnic table, salt, bathroom work	\$1,046.78
Furniture stan and brushed	\$67.32
3 x roundup	\$125.40
Signs	\$129.89
Rymar artificial grass pool area	\$1,302.39
Lansscape fabric (under artificial grass) 100ft * 6ft	\$124.29
Pool cover repair	\$565.00
Pool supplies, stone dust (grass base), fuel etc.	\$353.26
Misc thermostat canoe repair	\$174.33

**Repairs and Maintenance (other)**

100' hose, coat hook bathroom pool, grass seed	\$439.10
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**Gardening**

hanging baskets easter	\$55.30
canada day decorations	\$22.88
misc decorations and plants/flowers	\$122.37

# Financial Motions

4

## Motion 4

To approve that the Sunset Lakes Owners Association **will NOT be appointing an auditor to audit the 2025 financial statements**

*(due to the extensive review in 2024)*



Moved by;  
Second by;

Stephane Parsons  
Diane Saulnier

Discussion  
Vote; Yes; 22

No; 0

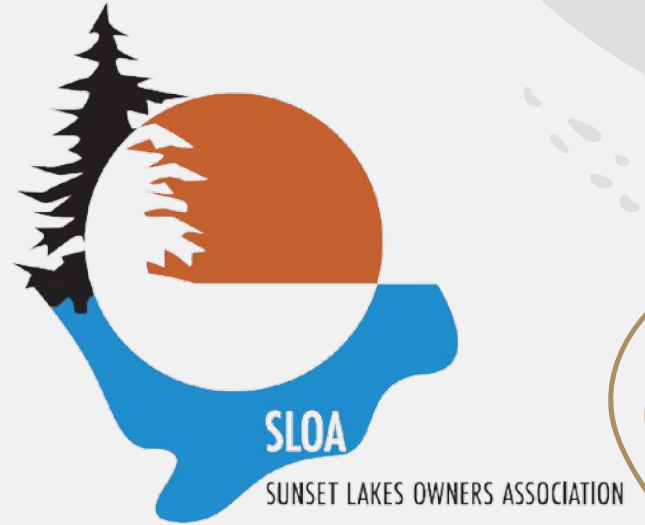
Abstain; 1

# Common Amenities



# Lakes & Ponds

Mark S



# Lakes & Ponds Committee

## Objectives



### Stewardship

6 committee members

Members of the committee are located on each of the four lakes and are engaged in ongoing attention to the particular needs of that pond



### 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



### Encouraging Community Support & Participation

Residents are encouraged to use organic fertilizers with very low nitrate and phosphorus components as well as regular maintenance repair and replacement of septic systems



# 2025 Water Quality Results

Annual water sampling program.

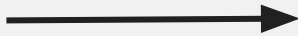
Test Date; July 7th, 2025

**Results; Overall No Concerns**, all results within acceptable ranges

Special Notes;

- Low water levels this season, > 1.5 meter drops noted
- Need for lake dredging

City of Ottawa Guidelines



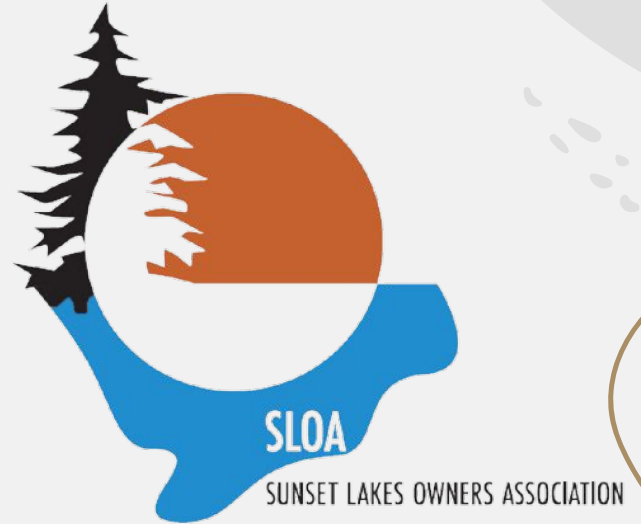
Lake Sampled (July 7, 2025)	NITRATE LEVEL (N-NO3)	E. COLI LEVEL
Sunset Lake (2 samples)	<0.10	10 & 24
Twin Lake	0.45	4
Misty Morning Pond	<0.10	22
Waterside Court Pond	<0.10	10

Lake Samples	NITRATE LEVEL (N-NO3)	E. COLI LEVEL
<b>Acceptable Limits</b> <i>See report for more details</i>	Ontario drinking water objective is < 10.0mg/L	No swimming advisory if reading > 200 per 100mL of water.

## Questions?

# Covenants & Design Review

Joe Furo



# What we do



## Purpose;

The committee exists to preserve long term quality across the community.

We work with homeowners to ultimately approve plans that work for the homeowner & the community.

5

Approved Applications in 2025

## Basic Reminders; and Updates

- All exterior building plans must be reviewed & approved
- Waterfront development must be approved
- Grass cutting will continue for a second year with Caleb Rideout.

**Please let us know if you plan to do any major exterior renovations.**

This helps us answer any questions from your neighbors.



# Active Disputes

In 2025, 1 of 2 disputes were resolved / completed.

01

## Financial Recovery of Dues

(At start of 2025; 3 issues)

- Started; 2023 (started with 33 issues)
- Exploring non-escalated recovery
- **2 remain outstanding;**  
= 1 owes for 1 yr  
= 1 will be dealt with legally for multiple yrs

**Status; Ongoing**

02

## Fence Dispute 1 (Near Trail)

- Started; 2021
- Issue; Unapproved fence installed on property & encroaches on easements & SLOA property
- **Latest Update;** Court approved the win to SLOA + monetary compensation.
- Total SLOA Spend; \$24,866K
- Total SLOA Recovered; \$23,632K
- *Out of pocket; \$1,234*

**Status; Complete** 🎉

# Pool

## Updates

### Summer 2025:

- Opened May 24 weekend
  - **thanks to all the community Volunteers!**
- Bathroom 1 was renovated/completed.
  - **Thanks Tracey !!**
- Rubacrete pool deck surround installed.
- Shade installed twice - completed.
- Replaced lower grass/weeds with artificial grass.
  - **Great team work by.**
- Stained and tightened high tops and chairs
  - **Thanks Mate !**
- **Closed September 27th 2024**
  - *Fall Clean-up day went well.*
  - **thanks again everyone - Always FUN**

## Rule Reminders

### Just the Standard:

- No GlassWare please
- Keep the Gate closed at all times
- No Dogs
- No Smoking of any kind
- Please be respectful of others
- Clean up after yourselves (especially the BBQ's)
- LOST & FOUND

### Event Reso's: (Social Committee Bookings)

- Birthdays
- Any celebrations
- Music Nights

### 2026 Goals:

- New Loungers
- New Pool underwater lights
- Fix Pool post light
- Paint Pool - Fall 2026



# Community Events & Social Activities

Lesley Rideout



# Other social activities



## Done in 2025

- Welcomed numerous new families to the community
- Achieved over 40 Volunteer hours for Teens
- 2 Pool Birthday Party Bookings
- Annual Music Night raising food for Food Bank
- Easter Celebrations 🐣; Egg hunt &
- Canada Day Parade and Poolside Family Events
- Canada Day House Decoration Contest
- First ever SLOA Family Triathlon with medals awarded to 38 participants- Keep eyes open for next year
- First Annual Float your Cardboard Pirate Ship Contest. Sure to be a yearly favourite.
- Community Involvement for Spring and Fall cleanup days
- Participated in the Greely neighborhood garage sale and community clean up

## What's coming

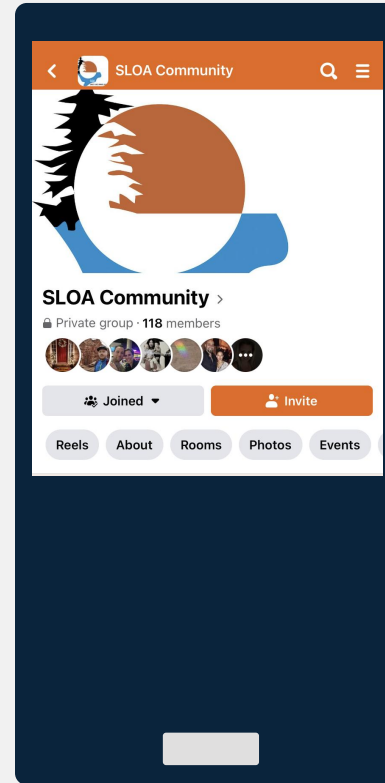
- Again Seeking someone to be a Young Families Lead / Coordinator for events for that demographic
- Encourage your teens to sign-up for their volunteer hours
- Community members are invited to ski for free four Wednesdays in July with the Sunset Lakes Waterski Club





# Join our Facebook Group

Name; SLOA Community



# Other Community News

## Mailbox Beautification

- Our mailbox is aging
- Contacted Community Safety & wellbeing office
- We are applying for the City's "Paint it up" program to beautify our Mail Box Kiosk which was built in the 1990's



## Welcome Committee

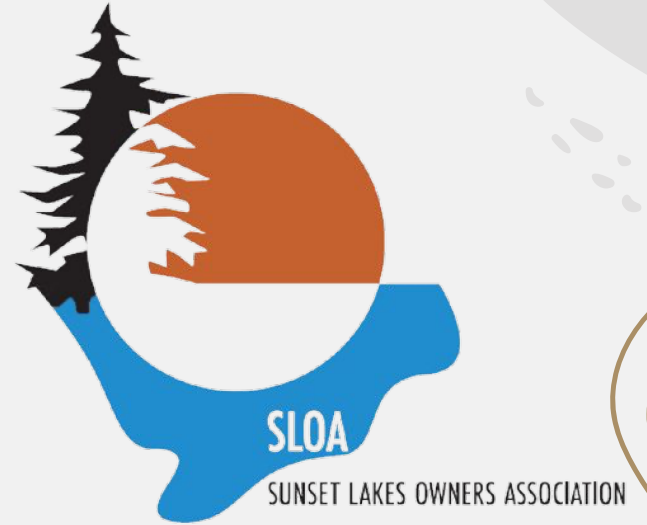
- 5 new families in 2025

## Shared Trail

- In 2026, the City will maintain the trail between Sunset Lakes (Lakes Park Drive) and El Paseo Ct.



# Communications



Anu Peters

# Community Support

## When to contact SLOA

Topics Related to;

- SLOA Covenants
- Design & Review Questions
- SLOA's common amenities Questions
- Our Lakes & Waters
- Issues with our trails

**Email; [sunset.lakes.owners@gmail.com](mailto:sunset.lakes.owners@gmail.com)**

Website; <https://sunsetlakes.ca/sunset-lakes>

## What goes on facebook

- Social activities, Garage sales, community events, etc.
- Fun Stuff
- Lost pets, bicycles, toys, etc.

*\* Not all comments are regulated or endorsed by the SLOA Board*

## When to contact ByLaw

Topics Related to;

- Violations of City Bylaws
- Noise
- Street Care
- Parking
- Privacy concerns
- Safety concerns (or Police)
- Inadequate Yard maintenance

### Key Links;

- Ottawa ByLaw A-Z [Website](#)
- Submit Complaints on MyServiceOttawa
- Call; 311
- Water Well Information website



# Winter Survey Coming Soon

 We want to hear from you!

**What;** This winter we will send out a community survey

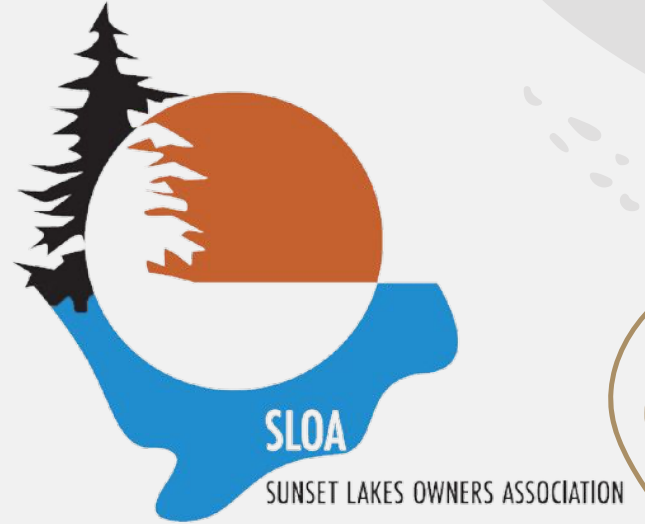
**Goal;** To be sure the board continues to serve the community as best possible and continues to be aligned to the wishes of the majority of the community,

**Why;** A pulse check on the community regarding

- The board
- Investments
- Opportunities
- Any new ideas
- General feedback

# Projects

Mark Saulnier





# Major Projects Completed in 2025

- ✓ Spring Clean-up
- ✓ Fall Clean-up & Pool Winterizing
- ✓ Shade Sail installed
- ✓ Pool apron project completed
- ✓ Wood Furniture re-stained by Mate
- ✓ Financial Recovery ongoing
- ✓ Many Design Review Submissions & Approvals
- ✓ Phase 3 Park Bench Project (4 new benches)
- ✓ Garden work - Outstanding work by Nancy
- ✓ New Gateway signs installed, and pedestrian signs coming soon.
- ✓ New signs at the pool and beach area
- ✓ Sunset Developments Inter Community Board Meetings (x2)
- ✓ Community vote on proposed design of Tennis Court 2
- ✓ Work on the second Tennis Courts initiated





# Proposed Projects for 2026

## Highlights;

- Update web site
- Pool - Possible furniture replacement (loungers)
- Tennis Courts - Refurbish second tennis court
- Lakes & Ponds (bubblers) - Add a committee member
- Lakes & Ponds - investigate vegetation removal in the future
- Trail maintenance - possible minor asphalt repair
- Finish the Bench Project

# Park Bench Donation Initiative

This year 4 more beautiful new, high quality, park benches were added to our park.

**Goal in 2023;** 1 Bench at the playground

**Goal in 2024;** 3 benches in beach areas - **Complete**

**Goal in 2025;** 2 benches along our trails + 1 by the Beach and 1 by Twin Lake **Complete**

**Goal in 2026;** We have +4 families committed, We could have three more on the big trail and one more on Twin Lake.

This will close out our Bench project 🎉





# Geese & Ducks

2

Oilings  
2 reports from the Community in 2025

Thank you to community Volunteer, Lena Gregoryev for obtaining our government licence this year for geese management. She will renew again in 2026.

We treated 2 nests containing 11 eggs in 2025

*Reminder; Notify us as soon as you see a nest so we can safely treat ASAP.  
Looking for a few volunteers that would be available in March/April 2025 to assist with oiling procedures. Training provided.*

# Project Motion; Tennis Court 2

5

## Motion 5

To approve the selected **Tennis Combo Court Design** Initiative, not to exceed \$15,000



Moved by; Mark Saulnier  
Second by; Lesley Rideout

Discussion

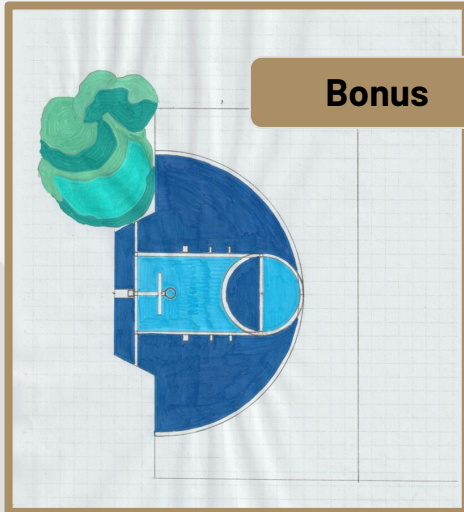
Vote | Yes: 23 No: 0 Abstain; 0

# Major Project Proposal; Refinish Second Tennis Court

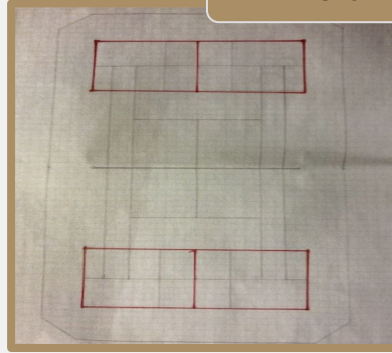


## Key Issue;

Community vote held this summer indicated the winning design is a **Combo Court**; 1 tennis court with 2 Pickleball courts, 1 on each end



## Vision



## Required Budget;

To complete the surface same as court 1 = \$11,000  
Purchase 2 high quality mobile Pickleball nets = approx. \$1,000

Proposal = \$15K

*\*includes \$2K from base budget + possibly \$13K from reserve*



# Project Motion; Pool Repairs

6

## Motion 6

To approve the proposed Pool Maintenance Requirements.  
Cost not to exceed \$10 K



Moved by; Joe Furo  
Second by; Dan Weslake

Discussion

Vote | Yes: 23 No: 0 Abstain; 0

# Major Project Proposal; Pool Repairs & Furniture



## Key Issue;

The pool is in need of repairs.

## Proposed Work;

- New lounge chairs (furniture)
- Re-tile water line perimeter (started crumbling in 2025)
- Underwater Pool Lights
- Post Light Replacement
- Pool Interior Surface Refinish (Clean & Re-paint)

## Special Note;

- Aiming to do the work end of season
- **Expect the pool to close Labour day weekend.**



## Required Budget;

Proposal = \$10K

*\*Includes \$7K from base budget + possibly \$3K from reserve.*



# Finance Update

Stephane Parson  
SLOA6798@gmail.com



# Proposed 2026 Budget Details

	Proposed 2026	Actuals 2025	Actuals 2024	actuals 2023
Association Income - Current	\$70,500.00	\$69,500.00	\$71,420.00	\$67,250.00
Association Income - Arrears		\$950.00	\$7,220.00	\$9,721.08
Status Cert. and Other Income		\$400.00	\$100.00	\$300.00
<b>Total Income</b>	<b>\$70,500.00</b>	<b>\$70,850.00</b>	<b>\$78,740.00</b>	<b>\$77,271.08</b>
<b>Expenses</b>				
<b>Administration and General</b>				
Accounting	\$500.00	\$0.00	\$0.00	\$0.00
Legal Fees	\$3,000.00	\$0.00	\$0.00	\$0.00
Bank Charges	\$100.00	\$28.75	\$37.50	\$42.50
Insurance	\$5,500.00	\$5,294.16	\$5,152.68	\$4,931.28
Office Expenses	\$500.00	\$152.54	\$396.79	\$12.23
AGM Expenses	\$500.00		\$268.59	\$256.97
Property Taxes	\$50.00	\$25.14	\$30.00	\$0.00
<b>Gardens and Landscape</b>				
Gardening	\$1,000.00	\$200.55	\$908.16	\$342.18
Landscaping - Lawn Maintenance	\$8,000.00	\$8,000.00	\$7,500.00	\$8,347.49
Sprinkler System	\$200.00	\$0.00	\$0.00	\$0.00
<b>Pool Operations</b>				
Hydro	\$4,500.00	\$3,774.76	\$5,108.98	\$3,360.96
Pool - Gas	\$3,200.00	\$2,515.74	\$3,039.17	\$1,749.73
Pool Maintenance - Materials	\$4,000.00	\$3,373.26	\$2,487.06	\$1,610.16
Pool Misc other	\$7,000.00	\$5,244.66	\$3,541.04	\$4,714.40
Main beach misc	\$1,500.00	\$661.14		
Telephone and Internet	\$1,500.00	\$834.80	\$1,141.11	\$1,435.41
<b>Lakes</b>				
Treatment Operations and Beach	\$11,400.00	\$6,213.71	\$4,541.00	\$6,717.28
carry over from 2024 & 2025**	\$8,000.00	\$4,000.00		
<b>Community Events</b>	<b>\$4,000.00</b>	<b>\$1,047.70</b>	<b>\$707.35</b>	<b>\$440.02</b>
<b>Repairs and Maintenance (other)</b>	<b>\$3,000.00</b>	<b>\$439.10</b>	<b>\$2,906.24</b>	<b>\$3,983.81</b>
<b>Tennis Courts</b>	<b>\$2,000.00</b>	<b>\$2,989.31</b>	<b>\$0.00</b>	<b>\$1,451.26</b>
<b>Walking Trail / Path Maintenance</b>	<b>\$2,000.00</b>	<b>\$1,262.77</b>	<b>\$713.83</b>	<b>\$970.79</b>
		<b>2025</b>	<b>2024</b>	<b>2023</b>

# Financial Motions

7

## Motion 7

To present & approve the proposed 2026 budget.



Moved by; Stephane Parsons  
Second by; Gord Greffe

Discussion

Vote | Yes: 23 No: 0 Abstain; 0

# Proposed 2026 Budget Summary

## Available Funds;

Cash; chequing \$5,204  
Savings; carry-over \$8,000

## Current Reserve Fund Balance;

Investments (GIC's); \$121,605  
Savings; \$28,517

**Total; \$163,326**

@ Nov 17, 2025

April 1, 2026 Income; \$70,500

**Adjusted Total; \$233,826**

	Proposed 2026	Actuals 2025	Actuals 2024	actuals 2023
Association Income - Current	\$70,500.00	\$69,500.00	\$71,420.00	\$67,250.00
Association Income - Arrears		\$950.00	\$7,220.00	\$9,721.08
Status Cert. and Other Income		\$400.00	\$100.00	\$300.00
<b>Total Income</b>	<b>\$70,500.00</b>	<b>\$70,850.00</b>	<b>\$78,740.00</b>	<b>\$77,271.08</b>
<b>Total Expenses</b>	<b>\$70,500.00</b>	<b>\$42,058.09</b>	<b>\$39,704.16</b>	<b>\$46,364.39</b>
Allocation to the Reserve Fund	\$7,050.00	\$7,050.00	\$14,100.00	****
Special and Capital Projects				
Tennis court	\$13,000.00		\$14,060.43	
Pool Repair and Furniture	\$3,000.00			
Tranquil Gate Sign				\$28,037.60
Pool refurbishment (deck)		\$28,238.70		
Pool area shade project		\$22,043.20		
Legal***		\$9,440.60	\$6,928.19	\$5,998.22
legal settlement		(23,632.74)		
projected expenses by 3/31		\$3,000.00	\$2,744.85	
<b>Total</b>	<b>\$86,500.00</b>	<b>\$88,197.85</b>	<b>\$74,792.78</b>	<b>\$74,401.99</b>
Cash + reserve (Nov 13, 2024)		\$172,926.86		
Cash + reserve (Nov 17, 2025))		\$163,326.99		
**Carry over of \$8000 from previous year				
*** Drawdown from original \$30k				

# Motion

8

## Motion 8

Approval of 2026 Board

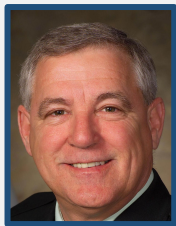


Moved by; Mark Saulnier  
Second by; Steve Bauman

Discussion

Vote | Yes: 17    No: 0    Abstain; 6

# Proposed 2026 Board *(no change)*



**Mark  
Saulnier**  
President



**Stephane  
Parson**  
Treasurer



**Anu Peters**  
Communications



**Joe Furo**  
Board Member



**Cheyenne  
Noseworthy**  
Secretary



**Doug  
Thompson**  
Board Member



**Bill Rideout**  
Board Member

Elected members make up the maximum 7 voting board members.

Anyone can join the board anytime (non-voting), please apply at anytime if you're interested to be considered. We encourage committee members to join meetings at all times.

Elected Board Members can only be 1 per residence and the property must be in good standing.



Any  
questions?



# Final Motion

10

## Motion 10

Approval to adjourn the meeting



Moved by; Mark Saulnier  
Second by; Lesley Rideout

Discussion

Vote | Yes: 23    No: 0    Abstain; 0



# Thank you!

