



September 2020

Hi SKL homeowners,

We hope this package finds you all safe and well during these unusual times. We are taking this opportunity to reach out to ensure you are aware that we, the Committee, continue to handle South Keys Landing Homeowners Association (SKLHA) business with the assistance of PMA Realty Consulting Ltd, albeit in a largely virtual manner.

COVID protocols came into effect in March 2020 as we were preparing for this year's Annual General Meeting, which was to take place in late April. As of this notice, it continues to affect our ability to hold an in-person meeting as City of Ottawa venues, such as Jim Durrell Recreation Centre, remain closed to bookings for public gatherings. We continue to monitor the situation and our options -- however, it remains unclear when this year's meeting will be scheduled. While the Committee has considered online and other novel means of conducting the AGM, those options present their own challenges; for now, the Committee has chosen to postpone the AGM until it can be safely and responsibly be conducted. However, if you have suggestions or ideas for the AGM, or even if you support postponement, please contact the Committee and let us know.

In the meantime, the Committee has continued to conduct business online and meets on a regular basis via teleconference. We hope this 'Committee Report' will suffice for the time being as we provide you with a quick summary of information that would have been presented at the AGM, as well as other recent developments. If you have questions or concerns about any of these items, please don't hesitate to contact the Committee.

Key updates

- a) The AGM 2019 Minutes from last year are enclosed for reference purposes.
- b) The 2019 audit of the SKLHA financials, as conducted by McCay Duff LLP, is enclosed for your review.
 - SKLHA remains in a good financial position to meet our daily operations, and we are contributing an adequate amount to meet our reserve fund and investments targets.
- c) Operational Contracts
 - Landtech remains the landscaping and snow removal contractor, with the current contract expiring in April 2023. There were no winter overage charges incurred for the 2019-2020 season.

- The monitoring of the Stormceptor and Sand Filtration systems continue to be performed by Stantec. The Committee was able to get the Ministry of Environment's approval to reduce our annual monitoring requirements (i.e. the number of sample tests required per year). The reduction was supported by our history of compliant system maintenance and good sample readings over the years. This reduction in required sampling mandated by the MOE will in turn reduce annual costs to SKLHA to maintain the system.
- The SKL common elements are bonded until next summer by Atrens-Counsel Insurance Brokers.

d) Committee Elections

- Two (2) spots on the committee were scheduled to be up for election at the AGM. However, given the circumstances and in order to ensure the Committee has the capacity to conduct business, the two members whose terms were ending were asked and have agreed to continue in their roles until the next AGM can be held. While the Committee considered other options, noting that Section 3.6 of the Joint Use Agreement permits the Committee to fill vacancies until the next AGM, this temporary solution seemed best in the circumstances.

Reminders

- a) Visitor parking is not intended for tenants or residents to use as an additional parking space. Please use your unit's driveway and garage to meet your parking needs. Visitor parking is being monitored and frequent violators will be warned, ticketed and/or towed.
- b) SKL is a family-friendly neighbourhood, please follow the posted speed limits to help ensure the safety of all who live here, big or small.
- c) The upkeep of each unit's front yard, including branches overhanging over the roadway, is the responsibility of the owners to maintain. Please cut back any branches or bushes that might get in the face of pedestrians walking along the side of the road next to your unit!

Again, if you have any questions or concerns about SKL happenings, please do not hesitate to contact our property manager, Norean Harris by phone 613-742-5778 ext 234 or email at norean@pmamanagement.com; or contact the Committee by email at southkeyslanding@gmail.com.

Stay Safe,

The SKLHA Committee

- Richard, Ali, Andrew, Irv & Carol