



December 2021

Hello SKL homeowners,

We hope this budget package finds you all safe and well during these continuing 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.

As of this notice, COVID protocols continue to affect our ability to hold an in-person Annual General Meeting, as City of Ottawa venues – such as the Jim Durrell Recreation Centre – have only recently begun re-opening to bookings for public gatherings. We continue to monitor the situation and our options – however, it remains unclear when the next AGM 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 once again until it can be safely and responsibly be conducted. Our hope is to conduct a traditional AGM in the new year, possibly in the Fall.

In the meantime, the Committee has continued to conduct business 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) **Audit Report** - The 2020 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.
- b) **SKL website** - The Committee has transitioned SKLHA's online presence to ***southkeyslanding.weebly.com***, a free website that is easier to navigate and update. While *southkeyslanding.com* remains active for now, everyone is invited to take a look at the new website for information and future updates.
- c) **Operational Contracts**
 - **Landscaping / Snow Removal** - 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 2020-2021 season.
 - **Insurance** - The SKL common elements are bonded until next summer by Atrens-Counsel Insurance Brokers.
 - **Stormceptor** - As indicated last year, the Committee was able to get the Ministry of Environment's approval to reduce our annual monitoring requirements for the Stormceptor and Sand Filtration system (*i.e.* the number of sample tests required per year). This year, Committee

Member Irv Marucelj has undertaken a “pilot project” of sorts to conduct this monitoring directly in lieu of renewing our monitoring contract with Stantec. This will further reduce annual costs to SKLHA to maintain the system.

- d) **Playground Structure** - The Committee is considering options for replacement of the playground structure in the park, and will be establishing a subcommittee for that purpose in the new year, to be headed by Treasurer Ali Ahmady. Anyone interested in participating in this subcommittee is invited to send an email to southkeyslanding@gmail.com by the end of January.
- e) **Committee Elections** - Given the circumstances and in order to ensure that the Committee has the capacity to conduct business, the current Committee members have all agreed to continue in their roles until the next AGM can be held. 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. Again, the hope is that we will be able to conduct a traditional AGM in 2022, when all five positions will be up for election, each for one or two year terms in order to return to our normal election cycle.

Reminders

- a) **Visitor parking** – Visitor parking is not for tenants or residents to use as an additional parking space. Please use your unit’s driveway and garage to meet your parking needs. If you are renting out your unit, do not rent to tenants whose parking needs exceed your unit’s capacity. Visitor parking is being monitored and frequent violators will be warned and then ticketed and/or towed.
- b) **Road safety** - 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) **Insurance** - Per section 9.4 of the *Joint Use Agreement*, homeowners are reminded that they must insure their unit in an amount equal to the unit’s full replacement, and must provide proof of insurance to the Committee upon request.
- d) **Snow clearing** - Per the snow removal contract with Landtech, residents must not shovel snow from their driveways into the roadways. If it lands on your property, please keep it on your property. If you have a fire hydrant in front of your unit, per City by-law requirements, please keep it accessible and clear of snow.
- e) **Garbage/Recycling containers** – Please keep your garbage and recycling in your garage; if Sunday night winds blow things around before pickup, please be a good neighbour and pick up any garbage and recycling from or around 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, Carol, Irv, Ali & Andrew