



**SOUTH KEYS LANDING OWNERS MEETING
Monday, July 25, 2005 @ 7:00 p.m.
Jim Durrell Arena**

MINUTES OF THE MEETING

1) CALL TO ORDER

Wayne Reid and Irving Bansfield co-chaired the meeting. Irving Bansfield called the meeting to order at 7:06 pm.

2) VERIFICATION OF QUORUM

Keara Dean confirmed the quorum as follows:

There were 41 SKL community members present and in addition there were 38 assigned and authorized proxies, thus a total of 79. The chairperson, Irving Bansfield confirmed that there was quorum and we could proceed with the meeting.

MOTION: It was **MOVED** by Roman Mukerjee, and **SECONDED** by Chris Tan and agreed that the meeting proceed in accordance with confirmation of quorum.

CARRIED

3) DECLARATION OF CONFLICTS OF INTEREST

The Chairperson asked if any of the members in attendance had a conflict of interest to declare. There were no conflicts.

4) PRESENTATION/APPROVAL OF THE MINUTES OF THE JUNE 21st 2005 MEETING

The minutes were requested from the former committee but were not available at this time.

5) EVALUATION OF THE PERFORMANCE OF THE PRESENT HOMEOWNERS COMMITTEE

MOTION: It was **MOVED** by Grant Norris, and **SECONDED** by Luc Begin and agreed that this item did not require any further discussion and that it be removed from the agenda.

CARRIED

6) RULES OF ORDER

MOTION: It was **MOVED** by John Taylor, and **SECONDED** by Rosie De Marco and agreed that this item did not require any further discussion and that it be removed from the agenda.

CARRIED

MOTION: It was **FURTHER MOVED** by Grant Norris, and **SECONDED** by Deborah Glover and agreed that Roberts Rules of Order be adopted as standard meeting practice from this day forward.

CARRIED

7) ACCEPTANCE OF THE RESIGNATION OF THE PRESENT HOMEOWNERS COMMITTEE

MOTION: It was **MOVED** by Grant Norris, and **SECONDED** by Anne Marie Bansfield and agreed that the letters of resignation submitted by the present Homeowners Committee be accepted and filed with official Co-Tenancy files.

CARRIED

8) AMENDMENT OF ARTICLE 3.4 OF THE JOINT USE AGREEMENT TO INCREASE THE HOMEOWNERS COMMITTEE MEMBERSHIP FROM THE CURRENT FIVE (5) MEMBERS TO SEVEN (7) MEMBERS

MOTION: It was **MOVED** by Russell McOrmond, and **SECONDED** by Chris Tan and agreed that Article 3.4 of the Joint Use Agreement be amended to read seven (7) members in lieu of the current five (5).

CARRIED

Questions from the Floor:

Q: Why do we need to change the number of members from 5 to 7?

A: There is a lot of work involved and by increasing the membership to seven (7) members we believe that the work would be distributed more evenly.

Q: Is there any extra cost involved with increasing the number of members on the Homeowners committee ?

A: No, there are absolutely no costs involved.

Q: What are the two extra Homeowners committee member positions?

A: Members-at-large.

9. ELECTION OF A NEW SKL HOMEOWNERS COMMITTEE

Seven candidates presented themselves, as follows:

Wayne Reid – President

Johanne MacAndrew – Vice-President

Irving Bansfield – Treasurer

Keara Dean – Secretary

Grant Norris – Member at Large

The nominations from the floor were opened and called the required three (3) times, as per Roberts Rules of Order and the following members were nominated:

Joseph Downey – Member at Large

Rina Sen – Member at Large

Nominations were closed and the persons listed on the previous page were acclaimed as the new SKL Homeowners Committee.

MOTION: It was **MOVED** by Del Shelp, and **SECONDED** by Chris Tan and agreed that the acclaimed officers and members at large be officially accepted as the new official SKL Homeowners Committee

CARRIED

Question from the Floor:

Q: Can we have a contact list of the new Homeowners Community members?

A: Yes, we will provide a contact list, names and addresses in the next Newsletter.

10) **DRAFT BUDGET**

MOTION: It was **MOVED** by Deborah Glover, and **SECONDED** by Dr. Gavin Gracias and agreed that South Keys Landing homeowners should keep the current lawyer who was hired by the last committee to represent our community.

MOTION: It was **FURTHER MOVED** by Russel McOrmond, and **SECONDED** by Cory Morrison and agreed that the Draft Budget be accepted as presented and that a final budget be brought forward in the fall of 2005.

CARRIED

Questions/Statements from the Floor:

Q: Are these documents available electronically?

A: Yes, they will be available in the future on the website.

Q: Do we pay for garbage pick-up?

A: No, we don't pay. The city takes care of it.

Q: Will the budget be made available?

A: Yes.

Q: Can we change snow removal companies?

A: Yes.

Q: Do we have Liability Insurance for the common property?

A: Yes.

Q: Can we reduce legal expenditures? Aim to lower them?

S: A lot of money up front. Don't interrupt what the lawyer has done. A word of caution, do not approach Phoenix behind the back of the Lawyer. If you can keep the cost of the Lawyer down, then great!

S: Should have a list of costs for the lawyer's activities.

S: Lawyer needs to know everything. The lawyer we hired is very knowledgeable.

S: The lawyer looked over documents. Scrutinize the price.

S: The lawyer would be good for advice. I think we got a lot. We have Title Insurance, she is looking out for us.

S: Title Insurance is to be done through a lawyer. Why do we have to pay? 99% of the Title Insurance will cover our fees.

Q: What has been done about the concrete wall.

A: Spoke to Phoenix regarding wall, they said it will be done. Grading will be fixed which should facilitate the flow of water.

A: If it isn't in writing then oral promises are not valid.

Q: Subdivision Committee?

A: Old committee has the information. We don't have the documents.

A: We will look into it.

Q: Can you look into the Lawyer's resume? How many cases have they represented?

A: Yes.

S: The Company the lawyer works for has handled many cases like these.

S: Yes, they are very capable. This law firm is one of the best law firms. One of our members has worked with her.

S: If we use the lawyer more efficiently.

Q: Should we put the surplus of funds into a reserve?
Q: Can we vote on where it will be spent?
A: Yes.
Q: How easy is it to liquefy?
A: The funds are invested in GIC's, so it is easy to extract the money. No penalties.
Q: Can we lower our monthly fees?
S: Let's wait a year to lower our fees to see where we are spending the money.

11) **COMMUNITY PARK UPDATES**

The Community Park committee sent around a survey regarding resident's opinion on park equipment. Taking those opinions into account the following is information regarding the work and installation of the park equipment and landscape to be done by DCR Phoenix:

The ground is to be leveled out, a fence installed; landscaped, infiltration system; pathway constructed, maybe a ½ basketball court although very expensive; a play structure to be installed; no sand pit; more sod; replacement of dead trees; when the park is done, the streets will be paved, hopefully by the third week of August; mid-September the park should be completed; the equipment is ordered.

Questions/Statements from the floor:

Q: Who decides if we get a basketball court?
Q: Should we adopt the City of Ottawa's Bylaw for park hours?
Q: Snow dumping, any options?
S: It would cost \$15 000 to dump at Shopper's Drug Mart.
Q: What about lighting?
A: No final decisions. Phoenix is working with us.
A: We submit what we want to Phoenix.
S: Phoenix has money for the park.
S: If the Gazebo is 4 meters then we can put money towards another play structure.
S: \$60 000 is what we may have, waiting to hear if that is the case.
Q: Will the front entrance to the subdivision have sod? Is the sign coming down?
A: Yes.
Q: Dead trees replaced?
A: Yes.
Q: What about installing a speed bump on Glenhaven?
Q: Can we have stop sign installed at Glenhaven and can the Shopper's stop sign be moved closer and made bigger?
S: Visitor's parking is a problem.

SPEED BUMP INSTALLATION

MOTION: It was **MOVED** by Gerald Dalessio, and **SECONDED** by Rosie De Marco and agreed that a portable speed bump be installed.
1 OPPOSED

CARRIED

Questions/Statements from the floor:

Q: Landscaping on Glenhaven, will there be grass?
A: Check into it if you don't see any soon.

12) **RESULTS OF THE ELECTION AND NEW PRESIDENT'S ADDRESS TO MEMBERSHIP**

Nominees were acclaimed, since an election was not required. The President, executive members and members at large spoke on their own behalf to introduce themselves to the membership and answer some of their questions.

13) TURN OVER OF ALL DOCUMENTS, CHEQUES, EQUIPMENT OR ANY OTHER DOCUMENTATION PERTAINING TO THE EXECUTIVE OFFICE OF THE SKL HOMEOWNERS COMMITTEE

MOTION: It was **MOVED** by Del Shelp, and **SECONDED** by Rosie De Marco and agreed that all documents, cheques, equipment or any other documentation pertaining to the executive office of the SKL Homeowners Committee be turned over to the new President – Wayne Reid no later than Friday, July 29, 2005.

CARRIED

14) SURVEY RESULTS FOR SATELLITE DISHES

Adam Moss presented findings of his survey regarding satellite dishes. This issue was carried over from the last meeting. He had 18 responses, of those 18 only 4 had a problem with satellite dishes on the front of houses and their sizes.

Questions/Statements from the floor:

S: Satellite Dishes cannot be moved. Homeowners would incur a large cost to have them moved to the roof.

S: I am concerned about them being on the roof, not easily accessible.

S: To reinstall satellite dishes is a non-issue.

S: On Glenhaven there is one bigger than 24”.

S: Be careful about the size.

S: 24” or less in the telecommunications industry, just get smaller over time.

S: Leave size in.

S: Strike it from the record that the committee doesn’t make a decision.

S: Have exact language on paper at next meeting, then get approval.

MOTION: It was **MOVED** by Adam Moss, and **SECONDED** by Grant Norris that the Joint Use Agreement will be amended to remove the last sentence, which states that satellite dish locations are to be approved by the SKL Community Association prior to installation.

Decline Motion. Move to Strike Approval.

MOTION: It was **MOVED** by Grant Norris, and **SECONDED** by Luc Begin and agreed that the Joint Use Agreement should be amended so that the committee will abstain from deciding on / approving satellite dish size and placement. And that the wording in the Joint Use Agreement will be amended to read that satellite dish size will have to be within the industry standard. The Motion to approve changes to the wording will wait until the statement is available in writing to the community. The exact language for the Joint Use Agreement will be approved at the next meeting.

1 OPPOSED, 2 ABSTENTIONS

CARRIED

15) ANNOUNCEMENTS

(a) Neighbourhood Watch. 80% of the community has to register with Neighbourhood

Watch in order to be officially recognized and identified as a Neighbourhood Watch Community.
(b) August BBQ.

16) MOTION TO ADJOURN

MOTION: It was **MOVED** by Roman Mukerjee, and **SECONDED** by Russell McOrmond and agreed that there being no further business the meeting was adjourned at 8:55pm.

CARRIED

Wayne Reid
President

Keara Dean
Secretary