



*A rock solid community*

## Southwood Lakes Community Development Association

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### WELCOME TO SOUTHWOOD LAKES COMMUNITY DEVELOPMENT ASSOCIATION

Welcome and congratulations on your purchase of a townhome in beautiful Southwood Lakes!

In order to introduce you to our lifestyle of townhome living, we encourage you to read the email attachments and if you have any questions please feel free to contact me.

Association current fees of \$247.47 are paid monthly by a Pre Authorized Payment debited from your financial institution on the first day of the calendar month. You are requested to contact the property manager and provide a copy of a void cheque 20 days prior to the closing date of your property. If fees are not received by the 1st of the month a \$50.00 late charge will be levied. In addition, interest of 2% per month will be added to your account. Therefore, it is important to have all documentation into the office on time. These fees pay for exterior repairs, replacements, or maintenance to your unit as outlined in the By-laws and the Deed Restriction package.

The Association cuts, fertilizes, weed sprays, waters the lawns and maintains the sprinkler system. You will be pleased to know that in the winter the snow is removed from your front porch, sidewalk and driveway after an accumulation of 2 inches. Interlocking brick driveways, front sidewalks and porches are repaired, replaced and or maintained by the Association on a priority bases. These areas are inspected in the spring and fall by the Property Manager and the Chair of the Repair.

Part of all monthly fees paid are allocated to our Reserve fund to pay for these major repairs and replacements as they are needed. Please read the enclosed Deed Restrictions for all the details. Please be advised that on October 26, 2015 the unit owners voted in favour to amend the Deed Restriction Schedule F through a By-law amendment to remove the onus of responsibility of the Association to repair, replace and or maintain exterior windows and doors. Any improvements or betterments that have been added by a previous owner or that will be added by you, must be maintained and repaired by you. Written authorization from the Property Manager must be obtained BEFORE you change anything on the outside of your unit and this includes landscaping.

The Board of Directors has passed policies pertaining to betterments and improvements. Please see the attached SWL Policies. Written authorization MUST be obtained in advance of doing any of this work.

The SWL Community Development Association Governing Documents requires that each homeowner provided yearly evidence of a homeowner's insurance policy for their unit.

Also be reminded that as your homeowner insurance is renewed, you are required to send a copy of the certificate of renewal to the Property Manager. Further be advised that the policy is for a townhome and not a condominium.

We have a very active Board of Directors, which meet monthly to discuss the business of running the Association. You will be invited to a yearly owner's meeting to elect the Board members and discuss the financial concerns of the Association. That usually takes place in May or June. We have an active Social Committee, Newsletter Committee (published every four months and delivered to you electronically), an Environmental Committee and a Street Captain Committee.

The Social Committee plans wonderful events like the Christmas Party, lunches, barbecues, trips, card games, etc. etc. You will receive flyers from them from time to time.

The Environmental Committee takes care of the lakes, parks and trails. We encourage you to get involved in one of these committees if you are interested. You may telephone the City of Windsor 311 for a copy of the recycling and garbage pickup schedule. They will mail it to you upon request.

Our Association includes all of the townhomes in Southwood Lakes from Ascot Court to Imperial Crescent, for a total of 239 townhomes.

We are proud of our beautiful community and encourage you to enjoy it. We are just a telephone call away if you need any information.

Regards



Lloyd Crain  
President of the Board of Directors of SWL  
President of LVC Property Management