

**LAHPOA Board of Directors
Meeting Minutes**
Tuesday, May 28, 2024
7:00pm Lake House @ LAHP

Attendees: Glenn Ruskin (chair) Rick Gallant (remote)
Brent Fraser Jo Scott
Gareth Davies Todd Brown
Les Turner – community manager

1. Call to Order & Welcome

Glenn, in Rick's physical absence, welcomed everyone and called the meeting to order at 7:00 pm.

2. Approval of May Board Meeting Agenda

Motion: Brent moved to accept the May Board meeting agenda as circulated. Seconded by Todd. Carried.

3. Approval of April Board Meeting Minutes

Motion: Jo moved to accept the April Board meeting minutes as circulated. Seconded by Brent. Carried.

4. Business Arising from Previous Meetings (if not addressed within the Committee Reports)

a. Water Licence Transfer Agreement

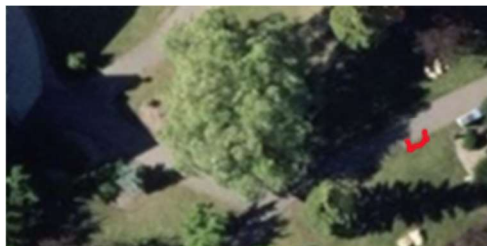
We have been advised by Alberta Environment representatives that they will be submitting their recommendation to transfer the water license, to the Minister, for final approval/rejection. Normally, this process will only take 2-3 days. The Heriatge Crossing developers have paid the transfer application fee and have deposited the 650 k\$ purchase fee into trust with their lawyer.

b. Park/Pathway Bench Program

Management is working with two families who have inquired about installing a new community bench to recognize loved ones in their respective families.

Family "A" has requested that their bench be installed beside a pathway at the Lake House beach, overlooking the beach and lake.

Action Item: Les to work with Family "A" to install the bench long the lake house pathway, SE of the "Y"



Family "B" has requested that their bench be installed along Heritage Boulevard, WNW of #89 HL Blvd.



Action Item: Les to work with Family "B" to install the bench in the NE corner of the park, located WNW of #89 HL Blvd. The bench to be facing into the park.

c. Lake Management:

Research continues to look into the historical lake management program. AMEC has located the historical geomembrane/lake fill report dated December 2000.

Action Item: Gareth and Rick to meet with Ted Stack, the original developer's agent, on June 10, in order to better understand the history of the lake management program before deciding on next steps.

d. County Sidewalks

Foothills County as advised that they have added some of our sidewalk concerns to their patching program for this year. They will be focusing more on the higher priority repairs such as tripping hazards, heaving, major cracking, etc. A request to identify the specific locations has not been answered.

e. Sport Court Re-surfacing:

Only two quotes were received to re-surface the sport court.

Motion: Rick moved to move forward with the removal of the existing plastic cover and re-surface the sport court with a latex coating and pickleball/volleyball lines. Seconded by Todd. Carried.

f. Annual General Meeting:

The AGM packages have either been hand-delivered or emailed to all 490 residents.

Three additional board nominations have been received and forwarded to the board secretary. Nominations will also be accepted from the floor.

The draft presentation and speaking notes have been circulated to all board members, with all directors providing Rick with feedback.

Action Item: To finalize the AGM power point presentation and speaking notes. Rick to work with Jo on editing the background photos of the power point presentation.

Action Item: Board to solicit meeting proxies from friends and neighbours to ensure a quorum is obtained for the AGM.

Action Item: To develop an election ballot, complete with the option to hand write in nominations received from the floor – Les

5. Reports

a. Community Manager's Report – Les Turner

i. Summer Staff Update

- 8 staff hired for summer 2024 with 5 returning and 3 new.
- Staff training commenced on May 22. While the lake house was originally scheduled to open on May 25, weather will push back the opening to the first weekend of June.

ii. Turf Maintenance:

- Nutrilawn is scheduled to spray all green areas with herbicide, spread granular fertilizer and spray the curb gutters on May 29.
- The two ride-on Cub Cadet lawn mowers are experiencing significant mechanical issues on an almost daily basis. Divcon has been asked to write a report on the status of these lawn mowers along with a long term recommendation.

Action Item: Plan for the replacement of the two mowers in Budget 2025.

iii. PLNT is onsite pruning trees and applying pesticide as per the schedule within their scope of work.

iv. Divestiture of Capital Assets: We are in possession of several assets that are no longer in use. Management is seeking approvals to proceed with selling off these assets.

With the purchase of the new Stryker inflatable boat, we are no longer requiring the 4 existing row boats. These four row boats are 2 x White Walker Bay 8' rowboats and 2 x Pelican Scorpion rowboats. New, these boats sell for \$1000 each. There are no similar comparisons for sale online within Alberta.

The LAHP is in possession of a tow behind Cub Cadet fertilizer spreader. New, this spreader sells for \$400. Again, there are no similar comparisons for sale online within Alberta.

Action Item: Les to offer the four obsolete row boats for sale, offering up to the community first via a silent auction.

Action Item: Retain the fertilizer spreader and look to divest of it at the same time as the cub cadet mowers.

b. Hamlet of Heritage Pointe Collaboration Group – Rick Gallant

Nothing to report.

c. Events Committee – Jo Scott

- i. Scotch Tasting: Held on May 24 with 27 residents and guests in attendance.
- ii. Mike Nieman's Parage of Garage Sales: May 25 with ~40 residents participating.
- iii. Wine and Paint Night: May 29. 20 registered with many on the wait list. We are looking to find a second night that works for those on the waiting list.
- iv. Metal Recycling: 9-2pm on June 1. Staff will be onsite to assist with unloading and checking for non-compliant items.
- v. 3rd Annual Show & Shine Car Show and Community BBQ & Beer Gardens: Saturday, June 8 from 10am-2pm. Sponsors are The Stash Luxury Garages, Corey Contractors, Royal LePage Solutions and Shaw GMC Chevrolet Buick.
- vi. Fly Fishing: Next date is Father's Day, June 16.
- vii. Clean the Lake: snorkelling and Foothills County Fire Department boat - June 15
- viii. Stampede Breakfast: Saturday, July 6 from 9-11am
 - sponsorship letters distributed.
 - community request for volunteers, donations, entertainment, and sponsorships circulated.
- ix. Summer Camps: registrations for the 5 weeks of summer camps are slow.
- x. Drop-In Community Slow-pitch: Mondays on the HP diamond, starting from July 8 to September 16. All participants must have a valid Waiver of Liability.

d. Safety and Security – Todd Brown

- i. Should the new camera system go down for 5 minutes or longer, Convergent has programmed it to send an email to management.
- ii. Convergent has installed remote access onto the CCTV camera server. This will save time and money should the camera system go down.

e. IT + Communications – Jo Scott

Wix, our website software has been reviewed prior to renewing. During the review, we identified that we were able to enrol into a less robust version, without us losing any applications. This downsizing comes at less cost than the previous, more robust version. In addition, we were offered a 50% savings with a 2-year renewal. Total cost for a 2-year renewal is \$282.00. With the LAHP carrying \$750 per year for this expense, our savings over two years will be a significant \$1,218.

f. Architectural Guidelines – Brent Fraser

- i. 201 Heritage Isle: installation of two gates to be installed on both sides of the home, leading into the rear yard.

- ii. 205 Heritage Isle: installation of two gates to be installed on both sides of the home, leading into the rear yard.
- iii. 72 HL Blvd: inquiry as to the ability to install an in-ground swimming pool.
- iv. 38 HL Terrace: inquiry as to extending rear yard deck.
- v. 73 HL Blvd: rear yard landscaping
- vi. 125 HL Drive: rear yard landscaping
- vii. 205 HL Blvd: exterior house painting
- viii. 104 HL Shores: exterior house painting
- ix. 16 HL Close: exterior house painting. Original color choice denied. New color option approved.
- x. 164 Heritage Isle: installation of a 3-season sunroom on the deck.
- xi. 52 HL Blvd: removal of dead trees and stump grinding
- xii. 84 HL Drive: landscaping plans for rear yard. Set back to the beach to be 10-15'.
- xiii. 209 H Isle: request to install a "deer fence" to protect vegetation from deer. Request denied. Suggestion is to use motion activated sprinklers.
- xiv. 172 Heritage Cove: request to install solar panels
- xv. 20 Heritage Cove: request to install new garage doors
- xvi. 16 HL Close: exterior painting. Original submission denied as it was too similar to the neighbours. New color choices approved.

g. Isle Playground Committee – Jo Scott

The Land Use Re-Designation application was reviewed by Foothills County on May 15. Our application was passed unanimously. Once this application receives 2nd and 3rd reading on May 22, the playground development permit will be processed.

We anticipate the development permit to be approved by mid-June.

Action Item: Rick to seek an update from Foothills County planning department on the status of the development permit.

h. Water Quality Committee – Glenn Ruskin

The Committee met on May 21. A summary of the key speaking points and recommendations are as follows:

i. Lake Management

The WQC has reviewed on the contents of the historical lake management binders And has provided their thoughts and recommendations to the Board. The Board will consider the WQC input as part of their forward planning process on this topic.

ii. pH:

Date	15-Apr-24	15-May-24
South Area of Lake	7	8.86
Central Area of Lake	6	
North Area of Lake	4	8.5
Average	5.67	5.79

iii. Turbidity Levels:

Date	23 May 24	
South Area of Lake	14'	
Central Area of Lake	14'	
North Area of Lake	13'	

iv. Temperature Levels:

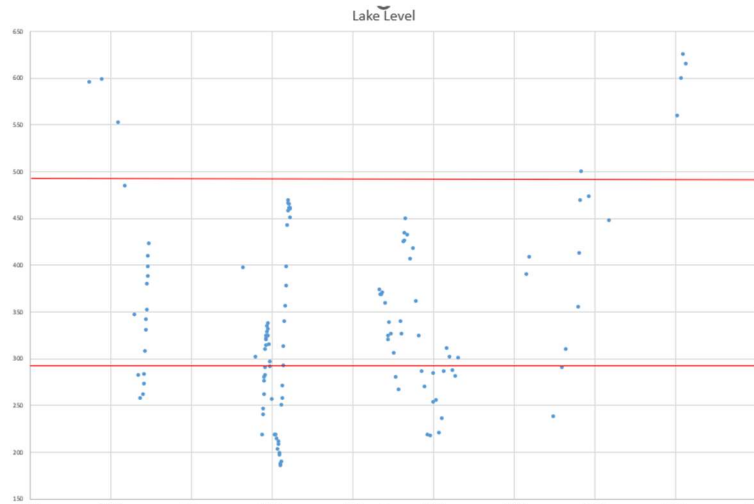
Date	15-May-24
South Area of Lake	16.9C
Central Area of Lake	
North Area of Lake	14.4C

The irrigation system was turned on, and tested, May 29. There are a few zones that will require remediation.

Drought concerns: Contractors, management, WQC and Board are all cognizant of the pending drought concerns and will be managing our water levels accordingly.

v. Water Levels

On May 16, the water level was measured to be 615mm, down 10mm from a week prior.



vi. Fish Stocking:

As per the recommendation of Smoky Trout, we will be focusing our spring restocking on tiger trout, which, we anticipate will address the Russian Carp issue. This stocking is scheduled for mid-June.

The Fall 2024 stocking will focus on rainbow trout.

Recommendation: Based on the activity of fishing and swimming from the north dock, and the increased use of this area, the WQC requests the BOD to consider stocking the upper pond with a limited number of trout (100 x Rainbow). This will encourage anglers to not just fish the North Dock but to also and/or instead fish the upper pond. Fishing from the upper pond would be a safe location, allowing for both spin casting and fly fishing. This recommendation would be on a trial basis, would have zero increased costs as we would take just a small portion of our overall fish stocking inventory to stock the upper pond. The South Dock and Beach Area would remain non fishing areas.

Action Item: The WQC to be thanked for their recommendation to resolve the congestion at the North Dock by so many young families wanting to fish there. Max Meynard from Smoky Trout Farm was contacted and confirmed that the 100 Rainbow Trout would die over the winter. Harvesting these fish after Thanksgiving would be a double standard to the regulations we have in place on the Lake.

Also, if these trout all die, a clean-up process would need to occur in the spring which also would present some issues.

Additionally, there are potential issues with people fishing in the upper pond given the presence of the water fountain.

vii. Application of Biologics

The lake chemical order was received on May 16, with the first application completed on May 23. The delay in the ice leaving the lake and the late delivery of the chemicals have put us behind schedule. This delay will be made up over the next couple of weeks.

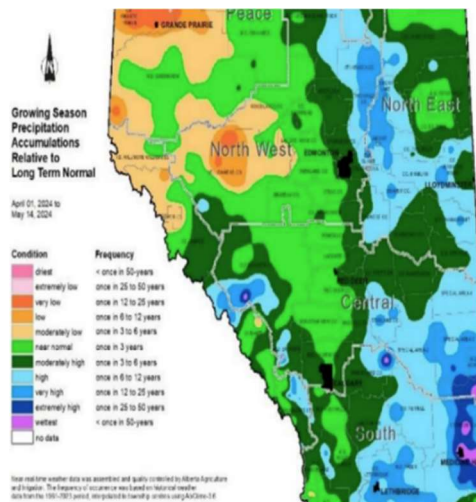
	General Nutrient Management			Targeted Nutrient Management		Direct Algae Control	
Product	Polar Blend Packs	Water Column Clarifier	Aquasticker AS	MuckBiotics Pellets	Floc & Lock Phosphate Binder	Pondzilla Bio Catalyst	Think Purity Algaecide
Units	(225gr Packs)	(Litres)	(KG bulk powder)	(KG pellets)	(Litres)	(Litres)	(Litres)
	Apply around whole lake shoreline						
April 15	60			Apply along problem shoreline areas			
May 1	60						
May 15	60					Apply directly over shoreline algae growth. *Apply 1 day before biologics*	
June 1		40L (4 x 10L)	4.5 cups	27.2 KG (2 Bags)	20L (2 x 10L)		
June 15		20L (2 x 10L)	4.5 cups				
July 1		20L (2 x 10L)	4.5 cups	27.2 KG (2 Bags)	20L (2 x 10L)	7.6L (2 jugs)	20L (2 jugs)
July 15		20L (2 x 10L)	4.5 cups				
Aug 1		20L (2 x 10L)	4.5 cups	27.2 KG (2 Bags)	20L (2 x 10L)	7.6L (2 jugs)	20L (2 jugs)
Aug 15		20L (2 x 10L)	4.5 cups				
Sept 1		20L (2 x 10L)	4.5 cups				
Sept 15							
Oct 1st							
Total	180 Packs	160 Litres	40 cups (14.7lbs)	81.6 KG	60 Litres	Litres	Liters
Product Totals	3 x 13.6 kg pails	16 x 10L Jugs	1 x 15LB Jug	6 x 13.6 KG Bags	6 x 10L Jugs	4 x 3.8L jugs	4 x 10L jugs

- viii. Migratory Bird Management:
Goose egg collection to date, is as follows:

2024		
Date	# Eggs	Location
21-Apr-24	15	North Island
21-Apr-24	0	Central Island
21-Apr-24	8	South Island
26-Apr-24	1	North Island
		Central Island
		South Island
5-Apr-24	3	North Island
		Central Island
	4	South Island
12-May-24	3	North Island
		Central Island
		South Island

- ix. Soil Moisture:
Discussion arose pertaining to the provincial warning of a pending drought. Ryan provided information pertaining to the Crop Report moisture map.

This information to be reviewed at all future WQC meetings.



- i. Treasurer's Report – Gareth Davies
i. April Financial Statements: Circulated under separate email.

Action Item: Les to present the Reserve Fund as an itemized list by project rather than consolidating all projects into one line.

- ii. 2023 YE Audit:
KMSS:
• Issued the final version of the Association's 2023 Financial Statements on May 1.

- Submitted the Association's 2023 Non-Profit Organization Information Return and T2 Corporation Income Tax Return to CRA.
 - Reviewed/accepted our AGM draft financial slides as per the audit Terms of Engagement.
- iii. 2024 HOA Invoices: At the time of this writing, only 1 invoice is still with our collection's agent. Updated late fee invoices have been provided and a second demand notice has been issued.
- iv. GIC's Purchasing Strategy: In anticipation of receiving \$650,000 in proceeds from the sale of a portion of one Water License in the very near future, the Board reviewed the GIC purchasing strategy approved at the February board meeting and illustrated in an updated chart issued on February 27, 2024. Appendix A

The Water License proceeds will be invested in Non-Redeemable GIC's, paying annual interest, in amounts as follows:

• 2-years maturing 2026	\$100,000 (previously purchased 2026 GIC = \$100,000)
• 3-years maturing 2027	120,000 (previously purchased 2027 GIC = \$200,000)
• 4-years maturing 2028	300,000
• 5-years maturing 2029	<u>130,000</u>
Total	\$650,000

The four GIC's will be allocated to a dedicated Reserve GL to facilitate tracking of future dispositions.

The four GIC's, in conjunction with other GIC's purchased previously, could provide the following annual Reserve surpluses after deducting the most recent Life Cycle Committee forecast expenditures. The forecast surpluses assume homeowner annual fees remain the same and do not take into account any unforeseen expenditures. The disposition of the surpluses (and interest income) could be determined by each future board:

• 2025	\$190,000
• 2026	\$200,000
• 2027	\$100,000
• 2028	\$100,000
• 2029	\$100,000

6. New Business

a. Board Nomination:

Gareth informed the Board that he will not be seeking re-election as his travel plans do not align with the need to work on board responsibilities. Gareth is committed to assisting the new treasurer with onboarding and assisting the community with the transition to the new treasurer.

Glenn and Rick thanked Gareth for his time and dedication to our community.

7. In Camera Session

8. Next Meeting:

Tuesday, June 25, 2024

9. Adjournment

Glenn adjourned the meeting at 8:50pm