

LAHPOA Board of Directors
Meeting Minutes
Wednesday, September 25, 2024
7:00pm Lake House @ LAHP

Directors: Rick Gallant (by phone) Brent Fraser
Ryan McKimmie Todd Brown
Glenn Ruskin Jo Scott
Leslie Stadnick

Guests: Les Turner, community manager

1. Call to Order & Welcome

Glenn welcomed everyone and called the meeting to order at 7:00pm.
Rick participated in the meeting via telephone.

2. Approval of August Board Meeting Agenda

The following items to be added to the agenda:
6.3 Lake House caretaking post rentals

Motion: Ryan moved to accept the agenda as amended. Seconded by Brent. Motion carried.

3. Approval of August Board Meeting Minutes

Motion: Jo moved to accept the July meeting minutes as circulated. Seconded by Leslie. Motion carried.

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

4.1 Lake Management:

Still awaiting a draft report from the geotechnical consultants regarding groundwater monitoring and slope stability. Expect to receive it shortly.

Action Item: Rick to follow up in early October to ensure we have the report for the October meeting.

4.2 Foothills County – sidewalks and south entrance cairn:

The Foothills County sub-contractor, CemRock, completed replacement or overlay of all sidewalks deemed to need repair by the county. An excellent job was done by CemRock. On behalf of the LAHPOA, Rick shared our appreciation to Mike Gallant and Councillor Waldorf at Foothills County.

Repairs to the South Entrance cairn were to commence on September 19. At the time of this meeting, no work has commenced.

Action Item: Les to follow up with Mike Gallant, Foothills County.

4.3 Sport Court Re-Surfacing:

Preparation for the sport court resurfacing commenced on September 20, with a small crew of volunteers assisting with the removal of the existing tiles.

Caliber Sports was out on September 24 to pressure wash and prep the surface for installation of the acrylic surface.

Action Item: Les to sell the recycled interlocking tiles.

Action Item: With the anticipated increased usage of the sport court, Les to develop and post rules pertaining to shared usage/booking procedures for the court.

Action Item: A resident has requested the installation of a backboard, allowing solo players to practice by hitting a ball against it. Should this be something we do? Cost would be estimated to be \$350 for ¾" plywood, paint and installation. More research is required and input from residents near the sport court is required (noise and visibility concerns). Additional considerations: What size is requested? Aesthetics/appearance? Wind stress on existing fence and posts? Noise?

4.4 Heritage Isle Overland Drainage:

WSP has provided an estimate for surveying the Heritage Isle overland drainage easement and providing a recommendation on how best to resolve the drainage issue. Cost is \$15,907 for the survey and recommendation. Detailed design and execution would be an additional charge - likely very significant.

Action Item: Rick, Leslie and Brent to obtain two additional quotes before moving forward.

Area residents are asking for an update on tree planting adjacent to the new playground.

Action Item: We will budget for large trees (columnar aspens, spruce) in the 2025 Reserve Fund Budget.

4.5 Dunbow Recreation Grants

Sport Court Re-surfacing: A grant request has been submitted to the Dunbow Recreation Board (DRB) to help cover a portion of the cost to resurface the Sport Court. Rick was invited to attend a DRB meeting to present our proposal and speak to our application. This meeting did not happen due to the DRB not meeting quorum, but Rick was able to present our proposal to Chair and staff, who will speak to our proposal at an in-camera meeting. Hoping for DRB decision imminently.

Action Item: Les to follow up with the DRB.

Rowboat Application: The Final Report for this grant was submitted to the DRB.

Isle Playground: An Interim Project Report was submitted to the DRB. As the playground grant was received in 2022, and was to be spent in 24 months, an interim report was requested. A final report will be submitted after the grand opening and after all invoices have been received.

4.6 Snow Removal Contract:

Two independent snow removal contracts were obtained for the 2024/2025 snow removal season. Financially, we are better off to stay with our existing contract for this season but will build provisions for a new contractor into next year's budget.

4.7 Ability to Levy Penalties

A query was sent to our legal counsel regarding the ability of the LAHPOA to levy financial penalties against LAHPOA members who are in contravention of our bylaws, guidelines and restricted covenants.

Legal advice states that the only option to collect on a financial penalty beyond the \$5.00 allowed in the outdated Society 's Act provisions "would be an injunction to require or prevent conduct and party/party legal costs", that is, to sue the offending party in court.

4.8 Cellphone/Wallet/Key Lockers:

A set of 15 small cellphone/wallet/key lockers was purchased for \$706 and is currently onsite waiting for installation. The lockers are such that residents will be advised to bring their own padlock and that any locks left overnight will be cut off. The LAHPOA will assume no responsibility for any thefts from the lockers.

4.9 Lake House door graphics

Installation of the new door graphics occurred on September 18.

5.0 Reports

5.1 Community Manager's Report – Les

a. Summer Season Wind Up:

- i. The Lake House officially closed for the summer season on September 2 – Labor Day Monday.
- ii. There were no major incidents reported during the 12 weeks we were open.
- iii. Feedback received from residents and lessons learned:
 - To stay open on weekends until the middle of September.
 - Have staff trained and available to work weekends starting in early June
 - To offer a few more special events, such as the very popular beach day and campfire night.
 - Continue to offer the half day summer camp program
 - Continue to bring in staff for an 11am opening of the Lake House (rather than a 9am opening as was our previous practice)
 - There is no need for a "swing shift" but we need to have a contingency budget should we need to bring in help to assist on very busy days.
 - Eight loyal staff are sufficient to run the LH and programs, while still allowing for staff to take vacation time off.
- iv. All SUP's, pedal boats and the rowboat(zodiac) have been cleaned and put away for the winter.
- v. We will require replacement parts for the pedal boats in 2025 as many have broken seat backs and rudders.
- vi. September Openings: Feedback received over Facebook questioned why we were not open weekends in September. Rationale was that we only budget being open to Labor Day Monday. Even though we had a projected surplus budget, our senior staff were no longer available as they had left the community to pursue their schooling.
Action Item: To review our staffing plan to determine if there is a way for us staff the first few weekends into September.

- b. Divcon:
 - i. Irrigation blowouts occurred on September 24.
 - ii. A full reconciliation of all spring and summer tasks assigned to Divcon, has been completed and reviewed with Divcon management. The reconciliation allowed for both parties to review YTD expenses, cost to budget comparison and a review of tasks yet to be completed.
- c. Herbicide/Fertilizer: NutriLawn was onsite on September 11 re-spraying herbicide on areas that were missed during their previous applications.

Through a meeting with NutriLawn management, it was agreed that the trolley application is not conducive to narrow areas such as along the boulevards. To mitigate missing these areas in the future, NutriLawn has agreed to use both trolley applications and hose applications.

- d. Commemorative Benches: We are waiting on utility locates before Divcon installs two memorial benches. One is scheduled for the Lake House beach and the other at the "T" intersection of the Drive and Blvd. After installation, two small family celebrations will be organized where the benches will be unveiled.
- e. PLNT: PLNT was onsite September 19 removing a couple of dead aspen trees from the Upper Pond.
- f. Lake House Bookings: Community use of the Lake House are picking up with 12 rentals/programs/events booked in September and 9 on the books for October.
- g. Time away: Les will be away October 25-27.

5.2 Treasurer's Report - Ryan

- a. August Financial Statements – circulated separately. There were no questions. Q3 YE Outlook Forecast will be presented at the October Board meeting.
- b. Approved and signed month-end bank reconciliation prepared by the LAHPOA bookkeeper.
- c. Reviewed cash balances and upcoming GIC maturities.
 - i. Reviewed revenue and expense forecasts.
 - ii. Updated cashflow projections.
 - iii. Developed plan to invest in new GIC's to satisfy short- and long-term cashflow projections, reviewed with LAHPOA President, and executed purchases.
- d. PLNT Contract: With the current snow removal/horticultural care contract set to expire on March 31, 2025, Ryan, Rick and Les are starting to look at an RFP for next season. Timing reflects the need to build new pricing into the 2025 Operating Budget.

With the upcoming expiry of this contract, now is the time to review the scope of work. With the contract including horticulture care (tree pruning, Lake House weed control) and snow removal, the recommendation is to look at segmenting the contract into three parts:

- a) vendor direct (elm scale treatment), b) re-assign to other vendors (Lake House care to Divcon) and c) new RFP (snow removal).
- e. Budget 2025: In preparation for Budget 2025:
 - i. A Lifecycle Committee meeting is scheduled for October 8 with Rick (chair), Ryan (treasurer), Leslie, Todd and Les planning on attending.
 - ii. A list of tasks outside Divcon's primary scope of work and input on new capital acquisitions is being developed and priced out by Divcon.
- f. Insurance Renewal: Our current insurance coverage expires on December 1. To renew, our broker has requested us to complete the annual renewal documents.

Action Item: To confirm we wish to renew our existing policies with Lloyd Sadd Insurance, and to complete all the necessary renewal documents.

Motion: Ryan moves to renew our 2025 insurance coverage with Lloyd Sadd. Secorder Todd. Carried.

5.3 Hamlet of Heritage Pointe Collaboration Group – Rick
Nothing to report.

5.4 Heritage Isle Playground - Jo

- a. Construction of the new playground concluded on September 18 with rubber surface installation commencing on the same day.
- b. Landscape remediation is planned to start September 26.
- c. A community grand opening is scheduled for Sunday, October 6. See Leslie's report for more details on the grand opening event.

5.5 Programs and Events – Leslie

- a. Playground Grand Opening Ceremony:
 - i. To be held on Sunday, October 6th on the Isle from 11am – 2pm
 - ii. Gates to the playground to be opened at 11am with a Ribbon Cutting via the zipline at 11:30am
 - iii. The first zipline rider has been chosen and will zip down the line to break through the ribbon, which will be held by a rep from the DRB and maybe our Highwood MLA, RJ Sigurdson.
 - iv. A brief thank-you to volunteers, donors and founders will be provided by Rick.
 - v. Community BBQ to follow ribbon cutting from 12-2pm.
 - vi. Food Truck sponsored by Kristina Lozic, a local realtor.
 - vii. Volunteers are required to set up, BBQ and tear down.
- b. 2nd Annual Golf Tournament: 24 golfers attended the 2nd annual community golf tournament on September 19 at Turner Valley Golf Club
- c. Wine and Paint Night: scheduled for September 26. 11 registrants have signed up.

- d. Happy Hour: The 2nd community Happy Hour was a success with 21 attending. The next Happy Hour scheduled will be Oktoberfest held on Thursday, October 10th

Discussion: Should the LAHPOA or the event be responsible for providing liability insurance for alcohol related events hosted by the LAHPOA and community volunteers?

Action Item: Les to query our insurance broker as to the costs/logistics of the LAHPOA carrying alcohol liability insurance for events where alcohol is served?

- e. Lending Library: Two bookcases have been donated to the Lake House and books continue to be dropped off.
- f. Spooky Lake House:
 - i. The Lake House will be closed from October 23-November 2 for the community Halloween event. Prepping and set up to start Oct 23rd for Halloween.
 - ii. All blow ups will not be inflated until a couple days prior to Halloween.
- g. Wine Tasting: Premium wines from California will be the theme for the next Wine Tasting event, which is planned for October 17. This event sold out in 4 days with 32 residents registered.
- h. Hiking Club Windup: although not an official LAHPOA program, the LAHP Hiking club windup will occur in the LH on October 3. We donate the use of the Lake House to this group, as it is comprised of 100% LAHP residents.
- i. Bourbon Tasting: a planning meeting is scheduled for October 4.
- j. Cards/Games: community volunteers are surveying the community regarding the commencement of a regular cards/games event at the Lake House.
- k. Coffee Club: continues every Tuesday morning in the Lake House.
- l. Pickleball Lessons: With the resurfacing of the sport court imminent, we have been approached by a community resident willing to teach free pickleball lessons. This is something that will be pursued in the spring.
- m. Staffing for Programs/Events: All current staff have been invited to work 5 upcoming community special events. Positive responses have been negligible. If current staff are not available to work, Les will be advertising for new staff and/or volunteers.

5.6 Safety and Security - Todd

- a. CCTV Camera communication bridge: GateWorks will be installing a replacement Wi-Fi bridge between the South Entrance Cameras and Lake House on September 26th. This includes adding an electrical junction box and improving the electrical wiring at the South Panel.
- b. 2025 Budget: Four (4) replacement digital cameras for the existing 5 analog Lake House cameras were quoted for \$9,800 installed, wired, and connected to the new Axis digital

recorder. This will eliminate the duplicate Hik Vision server at the Lake House. Additional quotes will be sought.

- c. A maintenance program of the expanded security camera and data recorder system was presented by the installation company. A recommendation of acceptance or rejection of this maintenance program will be made before year end for consideration in the 2025 budget.
- d. The MD of Foothills was contacted and a request for surveillance of stop sign infractions and speeding in/around Heritage Lake community including Pine Creek Road was made. Surveillance began in early September.

5.7 IT + Communications - Jo

- a. Lake House Wi-Fi: With the CCTV camera bridge and printer connectivity issues confirmed not to be associated with the loss of the “Heritage Main 5G” Wi-Fi network, it was deemed not necessary to try and reconnect to this network. We will operate off of the “Telus4813” network.

Moving forward, it has been recommended that for security purposes and data protection, we:

- i. disconnect the “free” Telus Passpoint network
- ii. set up a minimum of two Wi-Fi networks; one for guests/staff and the other for administration.

Action Item: Rick, Les and Jo to meet on October 8 to discuss WiFi options.

- b. Lake House printer: Connectivity of the printer has been restored.
- c. Condo Management Software: Rick, Les and Jo to meet on October 8 to discuss the merits of a condo management software program.

5.8 Architectural Guidelines - Brent

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| a. | 72 Shores | Install rear fencing | Approved contingent upon using shoreline fencing landscape guidelines |
| b. | 77 Harbor | Install garden shed | Approved. Preferred location adjacent to the home is not do-able due to pie lot, location of AC and slope of the backyard. |
| c. | 84 Drive | Relocation of Dock | Denied: proposed location of dock would create a narrow area between the NE island and dock and reduce privacy for the homeowner. The homeowner was ok with the rationale as to why the proposal was denied. |

Action Item: Offer the homeowner permission to relocate the dock if the ramp is reduced by 2-3’.

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| d. | 168 Drive | Removal of cedars | Approved. Overgrown cedars to be removed and replaced with a similar hedge eg: lilacs |
| e. | 168 Drive | Relocation of shed | Approved. To relocate the existing garden shed to a preferred location adjacent to the residence. |
| f. | 40 Terrace | Install a pergola on the deck | Homeowner was inquiring as to the possibility of installing a pergola on their second level deck. |

5.8 Water Committee – Glenn Ruskin

- a. The Water Committee meeting scheduled for September 17 was cancelled due to my possible exposure to Covid and that the agenda was not deemed urgent.
- b. Most of the planned meeting discussions centred on the presence of algae at the north end of the lake. Following multiple email and photo exchanges with Max, our lake expert from Smoky Trout Farms, Max reports:

“That is filamentous algae, it grows on the bottom and when it sees good sunlight and warmer temps, the algae produce oxygen through photosynthesis. The oxygen bubbles give the algae buoyancy, causing it to lift from the bottom and float to the surface (if you look closely at it, there are many bubbles through it). The only way to fully control shoreline blooms like that is to use copper algaecide (Think Purity) and a catalyst and spray directly on it. The biological treatments help slow it down but won't completely get rid of it. If you didn't do any treatments, you would likely have 10X that amount. All the lakes in Calgary deal with this type of growth and the level of control depends a lot on how much algaecide is used and the frequency of treatments. You can get 100% control of it, but it will likely involve doing algaecide treatments every 2-3 weeks from late June until mid September.

Water Data Metrics: All lake data has been reviewed by Max and, as per his correspondence, *“The water clarity actually looks better than I expected, which is good to see.”*

Max’s analysis on the detailed water sample is as follows:

Overall, the water quality is excellent. Nutrient levels are low, Chlorophyll-A is low, turbidity is low. These all point toward a very healthy lake (but this does not mean it looks perfect, more on this below).

The nutrients that we look closely at are orthophosphate, total ammonia, and nitrate when looking at algae growing in the water column (blue-green, and green algae) which would cause the water to turn green.

Orthophosphate (as P) was .0013 mg/L. (parts per million). The low detectable limit is 0.0010mg/litre so the level is very close to being undetectable in the water column. We like to see this below 0.05 to keep algae blooms in the water column to a very low level, and you are well below this threshold.

Total ammonia was 0.023 mg/L which is also very low. A target of below 0.30 mg/L is commonly used as a guideline in surface waters to keep significant blooms at bay and you are well below this.

Total ammonia also includes nitrate nitrogen. This is also associated with being a 'plant food'. The nitrate level was below the detectable limit of 0.02 mg/L which is great to see.

So overall, the nutrients available for algae to bloom in the water column are very low. This should correspond with fairly good clarity. The turbidity level is also quite low at 0.91 NTU which confirms that the clarity should be good. Studies show that a turbidity level below 1.0 corresponds with Secchi Disk measurements of 5' - 10' of depth visibility (a secchi disk is a black and white disk lowered into the water to measure the depth that you can see into the water) and I believe you were seeing depths in this range.

Chlorophyll-A level was 2.70 ug/L (parts per billion). This level is low in relation to the vast majority of lakes in Alberta, but it is still showing some slight algae in the water column (giving the water a slight green tinge that maybe some residents have noticed. This may also be why the ortho-phosphate was near zero, as that nutrient had been taken up by the small amount of algae in the water column. Lake A at Vulcan had a level of 54, or 20X what the level is at Heritage. This is why the water at Lake A was quite green, a lot more algae in the water column.

Even though the nutrients are very low at Heritage, this does not mean that it will prevent considerable shoreline algae from blooming. Filamentous or string algae grows on the bottom of the lake, getting its nutrients from the sediment. This happens predominantly in shallow water which stays warmer and gets good sunlight to the bottom. This means that even if there is no nitrogen or phosphate in the water itself (below detectable limits), the algae can still find food by sucking it out of the nutrient rich sediment on the bottom. With good sunlight, this kind of algae produces oxygen through photosynthesis. The pure oxygen bubbles get caught up in the algae mass, giving it buoyancy and causing it to float to the surface. This process causes what can be accurately described as 'foamy green snot' floating on the surface. It is unsightly to say the least and is the biggest concern for homeowners along their own shoreline, and when it breaks apart it can be floating on the surface all over the lake.

I believe with the current treatment program we are doing a good job of keeping the lake in a healthy place in terms of the water quality itself (very low nutrients, decent water clarity, low suspended solids etc). Potentially a slight increase in the Floc N Lock (phosphate binder) and Water Column Clarifier (ammonia nitrogen reducing bacteria) could reduce the level of algae in the water column further, increasing the clarity a bit more, and lowering the Chlorophyll-A. If there is a goal to see some additional improvement in that area, I can make some adjustments to the quoted product volumes compared to this year. Auburn Bay is using about 20%-25% higher treatment volume per surface acre of these products than Heritage, and they have some of the cleanest water in the province. They do have a larger

lake, but their lake treatment budget of about \$19k was double what was spent at Heritage this year.

Even though the lake is healthy, that doesn't always correspond to it looking great. In terms of shoreline algae, it's difficult to completely 'prevent' this kind of growth. If nobody used fertilizer, and birds didn't poop it would help a lot but we know that stopping both of those is unrealistic. We do see reduction in shoreline growth by using Floc N Lock and Muckbiotics as targeted treatments in problem areas, for example where stormwater runoff may come into the lake, in areas where residents use excess fertilizers, or where there may be an abundance of waterfowl like geese and ducks. We do have these targeted area treatments in your treatment program already, although I am not sure how those products are being applied if they are being used in targeted areas or just as a general treatment around the whole perimeter. We can increase the dose of these targeted treatments, if you have specific areas that are consistently causing issues. Heritage also has an increased shoreline distance vs surface area compared to Auburn Bay because it is a longer, narrower lake with islands. More shoreline compared to the surface area, means that you have more shallow areas for algae to grow vs just treating the lake based on the total area.

Although some additional reduction in shoreline algae can be achieved by increasing the treatment volumes of Floc N Lock, and Muckbiotics, the product dose and treatment frequency needs to get very high before you can get to almost no algae growing in these areas. If budget and application time was not an issue, this could be done but you would likely need a lot more product and would need to apply weekly. It's much more cost effective though, to try and limit the heavier growth in the problem areas with these targeted treatments, and then utilize a bit higher level of copper algaecide to control more of the shoreline algae before it gets out of hand.

We had only supplied 4 x 10L jugs of algaecide this year, which is the lowest volume of algaecide that we supply to any of the HOA lakes (this is a good thing to have low copper use, too much can be problematic, so it is good to be cautious). That being said, you can easily increase that copper level 2X-3X from what you are using now and still be at a low level, without issue. Treating the shoreline blooms early in their growth cycle will give you better value than treating them once things get out of hand. I would recommend increasing the copper algaecide treatment rate, which would make a significant difference on the level of shoreline algae. This should keep residents more content on the look of the lake overall, and directly in front of their homes.

As mentioned before, I think it would be a good idea to get a scheduled submission of pictures from set areas around the lake (maybe from one or each of your docks, from the beach area and possibly one or two of the worst areas for algae) once per month so that I can make adjustments to the treatments if needed. I can create a shared folder on my Google Drive that you can both access, so that we can all see the photo and water quality data in one place. Alternatively, possibly a few cameras could be set up that are connected to Wi-Fi and are set to take pictures on a regular basis. There are lots of little Wi-Fi cameras

available for low cost, which have a range of 100-200ft (need to be a bit tech savvy to go this route).

Hopefully this provides you with enough information for the time being. Please let me know if you have any questions. If you would like to look at increasing your treatment budget next year, please let me know what that would look like and I can provide a treatment program to best utilize those funds.

Action Item: To increase the lake water chemistry budget by 30% to allow increased application rates of the base and supplementary chemical programs.

- c. Fish Re-stocking: Smoky Trout is waiting a few more weeks to ensure the 490 trout we have ordered have grown to an acceptable size.

Recommendation: To reduce the 2025 fish re-stocking budget and allocate these funds to lake biologics.

- d. The last Water Committee meeting of the year is scheduled for Monday, October 21.

6.0 New Business

- 6.1 Lake House LED Lights: Contractors were onsite September 12 attempting to repair the decorative LED lights that were no longer functioning. After 8 hours and \$1600, the installers were stumped as to how to splice in the replacement modules as they could not get the lights operational. Was this an electrical issue? The controller? The transformer? Or the wrong replacement modules?

Decision: Do we invest additional funds trying to get the ~12 modules operational?

Action Item: To cease any further investment repairing the current lights. At such time as the number of non-working modules increases significantly, a decision will be made on whether to replace the lights with Gemstone lights.

- 6.2 Posting of Flyers & Posters: Recently, there has been a few lost pets in the community. Some residents are using this as an opportunity to post Lost Pet flyers on the Canada Post mailbox pillars and community waste bins.

This issue is not exclusive to lost pet posters as we have also seen small business promotions, county notices and items for sale posted in this manner.

The concern is that, while some of these posters may be of a more personally emotional nature, they also detract from the visual aesthetics that the community strives to provide and after exposure to the sun leave a mess on the mailboxes and bins when they are removed.

Rick made an offer to allow temporary posting of things like the missing pet posters on sandwich boards at the mailboxes, but this proposal was rejected by one of the residents posting the notices.

Motion: Rick moved that all flyers and posters are to be banned from being displayed on community property. Any posters/flyers that are posted will be removed. Seconded by Jo. Motion carried. Todd abstained.

Les to continue to refer non-LAHPOA events, notices, etc. to use the LAHP Residents Facebook page. Emergency notices may request the use of LAHPOA sandwich boards to post their notices for a reasonable period of time.

6.3 Lake House deep cleaning: Leslie suggests that a periodic deep clean of the Lake House is necessary.

Action Item: Les to research the cost to have the Lake House “deep cleaned” twice per year and the floor refinished once per year and present in the 2025 budget.

7.0 In Camera

8.0 Next Meeting

Tuesday, October 29 7pm Lower level of the Lake House

9.0 Adjournment

Glenn adjourned the meeting at 9:15pm