



**LAHPOA Board of Directors
Meeting Minutes**
Wednesday, November 27, 2024
7:00pm Lake House @ LAHP

Directors: Rick Gallant Leslie Stadnick
Brent Fraser Ryan McKimmie
Glenn Ruskin Jo Scott

Guests: Les Turner, community manager

Regrets: Todd Brown

1. Call to Order & Welcome

Rick welcomed everyone and called the meeting to order at 6:55pm.
Todd sends his regrets as he is unable to attend the meeting.

2. Approval of November Board Meeting Agenda

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

3. Approval of October Board Meeting Minutes

Motion: Glenn moved to accept the October meeting minutes as circulated. Seconded by Jo. Motion carried.

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

4.1 Lake Management:

The Slope Stability Report and related invoice have been received from Geo-Slope Stability Services. Their assessment is that there is no evidence of slope stability issues and that the likelihood that a leak from the lake would affect slope stability issues low given the lake's design. The didn't see any value in surveying the old groundwater wells but did suggest that a periodic visual inspection of the community's ravine slopes would be prudent. They also suggested that monitoring lake refill volumes would be a reasonable way to monitor for potential leaks in the lake's liner system. Their recommendation was to do an annual walk through the community ravines to visually inspect for any signs of changing slope conditions. The Board agrees that it would be reasonable to do a walk-through every three years.

Motion: Glenn moved to accept the Slope Stability report with a walk-through planned every three years. Seconded by Jo. Motion carried.

4.2 Foothills County – sidewalks and south entrance cairn:

Completion of repair to the wrought iron fence is still pending. The Foothills County will be fabricating the damaged fence and are only working on it as time permits. The Action Item is tabled to spring 2025.

4.3 Sport Court Re-Surfacing:

Due to weather constraints, this Action Item is tabled to spring 2025. The DRB has received the

paid receipt for the product and will be processing the grant payment in this fiscal year. Installation to occur in the spring, when the weather warms to a consistent temperature of 10C or higher.

4.4 Heritage Isle Overland Drainage:

We have been unable to obtain a second quote for the topographical survey work. It is unclear if the work can be completed now or whether we need to wait until the spring.

Motion: Leslie moved to complete the topographical survey using Badke Consulting at a cost of \$1500. Seconded by Ryan. Motion carried.

Action Item: Leslie to contact Badke Consulting to determine if the survey can be completed this year or whether it needs to wait until the spring.

4.5 Playground Grant Reports

Les is working on the final report for the CFEP grant, which is due February 2025.

4.6 Community Hosted Liquor Events

Lloyd Sadd, our insurance broker, has forwarded the underwriter's answers to all of the LAHPOA questions posed pertaining to whether our existing liability coverage is sufficient for community programs where liquor is served. We are still waiting to hear from their underwriters as to whether we require additional insurance coverage.

4.7 Delivery of Service Contracts

With several Service Delivery contracts set to expire on March 31, 2025, Rick, Ryan and Les met to review the various delivery of service contracts held between the community and 3rd party vendors. With an eye on efficiency and ease of management, the sub-committee put forth a recommendation on how to proceed with procuring new contracts. These recommendations can be found in Appendix B of the meeting minutes.

Motion: Ryan moved to accept the recommendation of the sub-committee to amalgamate the various services as per the recommended divisions. Seconded by Glenn. Motion carried.

Action Item: Directors to submit any recommended vendors to Les.

Action Item: Les to develop draft copy of Request for Quotations (RFQs) for the various contracts. After the Board members have submitted their recommendations for potential vendors Les will send out digital copies of the RFQ to prospective vendors on December 5.

4.8 Isle Playground Inspection Follow Up

Through visual observation, we know that some of the playground deficiencies were addressed (re-routing of zipline cable) but we are still waiting for an official confirmation that all deficiencies have been addressed.

4.9 Asset Disposal

The Dunbow Recreation Board has been contacted regarding the LAHPOA's desire to dispose of the Polaris snowmachine and track setter. Our request has been forwarded to Foothills County administration, who have acknowledged our request and have indicated that a follow-up is forthcoming.

Action Item: Les to follow up with Foothills County administration.

4.10 Community Newsletter:

The latest community update was circulated on November 1. Feedback received was positive.

5.0 Reports

5.1 Community Manager's Report – Les

- a. Divcon:
 - i. Garage cleaned and set up for winter on November 19
 - ii. Kubota has been serviced and put back into service on November 19
 - iii. Entrance decorating commenced on November 19
 - iv. Aeration compressors turned off on November 20
- b. Commemorative Benches: The Janet Benison memorial bench was unveiled to the family on November 11. Reception by the family and community has been very positive.
- c. PLNT:
 - i. One dead tree at the upper pond removed.
 - ii. Snow removal commenced on November 18, 2024. Despite best efforts, the snow clearing did not start off well. The snow brush chain broke on two occasions and the Kubota hydraulics required work.
- d. Canada Summer Job Grant: The Canada Summer Jobs grant application has been submitted. We are asking for \$33,000 to cover costs of the LH summer staff and new turf maintenance seasonal staff.
- e. Christmas Lights: To provide a consistent lighting theme for the south entrance, ~\$2200 in new lights have been purchased. More lights were necessary than originally budgeted for due to the increase in trees being lit, the increased size of the trees and the desire to have more lights per tree. To install the increased number of lights, our contractor raised their installation fees from \$6500 to \$8000. We have been advised that if we retain the same contractor for 2025, we will see an additional increase in installation fees. All lights have been installed and are ready to be turned on on November 29.
- f. Waste Management:
 - i. Requests were received from ~12 residents requesting the return of the leaf bin. All were advised that due to past abuse, this service will no longer be available. The board is in agreement that this practice will no longer be available.
 - ii. Commencing November 14, organic bin pick up moved to bi-weekly until April 2025.

5.2 Treasurer's Report - Ryan

- a. **Monthly Payables:** Approved and signed month-end bank reconciliation prepared by the LAHPOA bookkeeper.
- b. **October Financial Statements:** Circulated under separate email.

Action Item: Ryan to determine if a year end transfer of excess Operating funds to the Reserve Fund is warranted.

- c. **2025 Budget:** Rick led a review of draft 1 of the 2025 Operating and Reserve Fund budgets. Prior to approval at the December board meeting, a few amendments will be captured.

Action Item: To amend the 2025 Operating and Reserve Fund budgets as discussed.

Action Item: Obtain final approval of the 2025 Operating and Reserve Fund budgets at the December board meeting.

5.3 Hamlet of Heritage Pointe Collaboration Group – Rick

Carol Oxtoby has sent us a couple notices regarding open houses for the villa development on Pine Creek Road and for her Serenity development. Notices were circulated to LAHPOA homeowners by email and social media.

5.4 IT + Communications – Jo

- a. Email Marketing: Approximately 44 contacts (eg: former residents) requested to be “unsubscribed” from our marketing emails. These contacts have been deleted from our database.
- b. A review of internet service providers revealed that we only have Telus coax coming into the LH. With a desire to have hardwired and wireless access, we will continue with Telus for our internet needs.

5.5 Heritage Isle Playground – Jo

Playground Observations: The zipline has not been locked up at night since November 1 and there are fewer late-night visitors likely due to the weather; when there have been late-night visitors, it has only been for short periods of time.

5.6 Programs and Events – Leslie

- a. Halloween: The Haunted Lake House, once again, was an absolute hit and has become a very popular and anticipated event drawing little ghost and goblins from beyond our community residents.
- b. Conversational Spanish Lessons: The free classes offered through a community resident continue for another few weeks.
- c. Pottery and Pinot: This new event was well received with a second event planned for the spring.
- d. Wine and Paint Night / Tasting Nights: These regular events continue to be well attended.
- e. Christmas Craft Market: Held on Saturday, November 23rd. Vendors were happy despite the treacherous road conditions.

- f. Pet Photos with Santa: This event turned out to be one of the best attended pet photo shoots yet. The organizer thanked the LAHPOA for donating the lake house for this event.
- g. Christmas Baking Exchange: To be held November 28th with 6 residents participating this year.
- h. Whiskey Tasting: To be held November 29th with 24 paid registrants (Sold out).
- i. Community Christmas Celebration: Friday, December 6th. Horse wagon ride sponsored by Mike Niemans. Kristina Lozic Elia will be sponsoring the hot beverages (hot chocolate and mulled wine). The Christmas Charity Truck will attend for photos with Santa and will be accepting toy donations, with Foodbank donations accepted as well. Christmas card making and Santa Letter writing will be the craft offered to our younger residents.
- j. New Years Day Ice Fishing Derby: January 1st. Ice holes to be pre-drilled the day before.

Action Item: To consider whether participants are invited to bring personal propane fire pits onto the ice or not.

5.7 Safety and Security – Todd

- a. There were several cougar sightings reported in the community in late October and early November. A video clip and awareness communication were posted on The Lake at Heritage Pointe Owners Association Facebook page. An email was also distributed to residents regarding the matter.
- b. With winter weather upon us, a reminder communication regarding the lake ice conditions and to avoid going onto the lake until the lake house raises the green flag was circulated.
- c. Wireless connection between the garage/south entrance and LH is intermittent. GateWorks will be onsite to investigate.

5.8 Architectural Guidelines – Brent

23 Heritage Cove	Installation of a Hot tub	Homeowner has been requested to send in an RPR with the location of the hot tub.
88 HL Dr	Demolition of home	Some residents expressed concern about the house being demolished. Others expressed concern about traffic and noise. Others expressed support as the project reflects investment in the community and increased property values.

160 HL Drive

Garage extension

Homeowner has advised that they are thinking of expanding their existing garage.

5.9 Water Committee – Glenn Ruskin

- a. Muskrat Removal: Eagle Creek Wildlife Services has successfully trapped, and relocated, 3 muskrats; two from the main lake and one from the upper pond. There have been no sightings since the removal of the 3rd muskrat.
- b. Water Observations – November 11:
 - O2: 13.5PPM
 - Temperature: 5.2C
 - Visibility: perfectly clear
 - Fully saturated oxygen levels and super clear levels at this time of year is a great start to preventing any winter kill.
 - The longer the water stays open the better, in order to keep early winter oxygen levels high. Ice started to form the week of November 18 and the lake was frozen over by November 22 once the aeration system was shut off.
 - Fish activity is good
- c. Ice Taps: to commence week of December 9

6.0 New Business

No new business

7.0 In Camera Session

8.0 Next Meeting

Tuesday, December 17

9.0 Adjournment

Rick adjourned the meeting at 8:10pm.