

2018 LAHPOA Annual General Meeting Minutes
June 4, 2018 at Cottonwood Golf & Country Club, Foothills, Alberta

1. The meeting was called to order at 6:55 pm. Small delay due to last minute venue change from Carnmoney Golf Club.
2. Quorum was confirmed with a total of 160 homeowners in attendance (71) or represented via proxies (89). Notice of meeting and accompanying materials was delivered at least 21 days in advance of the AGM.
3. Approval of Agenda. Motion to approve by Yvette Gallant; seconded by Gwen O’Henly.
4. Approval of 2017 AGM Minutes. Motion to approve by Gord Oliver; seconded by Rick Gallant.
5. Introduction of Board Members, Community Management, and guests:
 - a. Reeve Larry Spilak – MD Foothills
 - i. Property taxes increased 1.0%–1.5% primarily for improved RCMP enforcement. The province is also adding money for improved RCMP service.
 - ii. St. Francis of Assisi Catholic and Heritage Heights schools will both be full this fall.
 - iii. Dunbow Recreation Board was started eight years ago by MD to help fund recreation activities and facilities. Larry was very appreciative of HP resident Onkar Dhaliwal’s presence on the board. Mark O’Henly also expressed thanks to the board for funding to replace the community’s pedal boats with six new units and the purchase two row boats (~\$15,000).
 - iv. Okotok’s and Calgary annexation are progressing slowly. Calgary Metropolitan Region Board (10 municipalities) tasked with developing a growth management plan and regional servicing plan has caused a slow down in the process. Larry will push to maintain the MD’s autonomy, but is only 1 of 10 voting members.
 - v. Aldersyde water/sewage treatment plant has been approved which will open up the industrial corridor for development.
 - vi. Planning has not yet started on ‘Pig Farmer’ land immediately east of the community, but more land for the fire hall and an improved entrance to the community (possible traffic circle) will be part of the land use.
 - vii. Not sure what the neighbor on the south side of Dunbow Road is up to, but the land is owned by Alberta Transportation. New promises from Alberta Transportation to deal with the unsightly issue.
 - b. Harry Riva-Cambrin – Director of Public Works & Engineering, MD Foothills Management
 - i. Corix – Water rates are under Alberta Utilities Commission (AUC) regulation, but not waste water. MD can force Corix to sell, but the matter would go before AUC. MD council needs to know the price, and whether the system can be expanded. Purchase from Corix will be a long process.
 - c. Darlene Roblin – MD Protective Services Co-ordinator (Peace Officers)
 - i. Work closely with RCMP on traffic and liquor enforcement, and garbage dumping. Also work w/ community standards and bylaw enforcement.
 - ii. Staff of six (two traffic and two municipal enforcement) are available weekdays. Best contact number for complaints during weekdays is (403) 603-6300.
 - iii. Recommends residents contact RCMP directly during evenings and weekends.
6. Board of Directors Report; Review and Update – Mark O’Henly
 - a. Community Events
 - i. Reviewed events over the past year. Events only cost the association about \$10,000 per year with the remaining funding coming from resident and business sponsorship.

- b. Whirling Disease
 - i. Young fish are most vulnerable to Whirling Disease which affects trout, salmon, and whitefish. There is no impact on humans.
 - ii. Provincial government did not issue LAHPOA a fish license last year so no stocking occurred. A lot of hard work by staff and community members, Corix, and Smokey Trout Farms was successful in getting a license this year. 2000 [12 – 14"] trout were stocked in early June.
 - iii. CATCH & RELEASE policy on all fish species in effect until further notice.
- c. Infrastructure
 - 2017
 - i. Lake House Repairs
 - 1. Back patio replaced last summer complete with a weeping tile and sump system.
 - 2. Front stairs were also repaired last summer.
 - ii. Aeration System
 - 1. Replaced 5HP compressor with 9 x 1/2HP compressors which are operating more efficiently and with more redundancy. The lake diffusers were all replaced.
 - 2018
 - iii. Open Lake Lot
 - 1. Install fence on LAHPOA lands on open lake lot to manage risk and discourage trespass.
 - iv. Irrigation System
 - 1. Brett and Gord Oliver did a lot of work last year to assess the system. This summer a contractor who worked on the original installation should progress improvements further.
 - 2. This will likely be a multi-year project.
- d. IT Systems
 - i. SharePoint is now running which will allow for easier networking along with data and historical record storage.
 - ii. Deena and Louise worked with contractor to rebuild the community website for under \$1,000. New website is 'www.lahp.ca'.
- e. Landscaping
 - i. Landscaping has been outsourced to two contractors following bid process from 10 contractors. Payment is by job and not by the hour.
 - 1. Divcon – Grass cutting, landscaping, and community front drive entrance
 - 2. PLNT Horticulture – Snow removal, median garden beds, and arborist
 - ii. Heather has redone our contracts for Don and outside contractors.
- f. Lakehouse Staffing
 - i. Supervisor role has been added with fewer staff but increased hours per person. Theme is to increase expectation of staff and customer focus.
- g. Comparison of LAHP with Typical City Lake Community
 - i. City lake community has 8X more houses, have lower fees, but still generate more cash flow.
 - ii. LAHP has more to manage (sidewalk snow removal, waste disposal, community green spaces).
 - iii. LAHP has 1 FTE staff vs 5.5 FTE at other communities
- h. Questions:
 - i. There is no restriction from the MD taking over garbage collection, but the MD has not been willing to do so in the past.
 - ii. Vacant lots – Community's lawyer can't find any documented requirement that vacant lots must be developed within a specified time frame..

7. Treasurer's Report – Heather Harris

- a. Fee collection - 2018 fees for six residents sent for collection with our lawyer.
- b. 2016 financials were restated to include assets (i.e. lake house) for go-forward comparative purposes.
- c. Reserve account now shows up as 'Restricted Assets' which are held in T-Bills and GIC's. The account at 2017YE stood at \$318,654.
- d. Ran through the details of the 2017 spending and the 2018 budget

	<u>2017 Actuals</u>	<u>2018 Budget</u>
Revenue	\$787,079	\$711,529
Expenses	\$532,621	\$581,905
<u>Capital Expenditures</u>	<u>\$251,321</u>	<u>\$ 75,700</u>
Net to Reserve Fund	\$ 3,137	\$ 4,924
<u>Plus 2018 Special Assessment</u>	<u></u>	<u>\$ 49,000</u>
Total 2018 Add to Reserve Fund	\$ 3,137	\$ 53,924

- i. 2017 revenue and capital included \$117,183 for the universal cart program. Budgeting for the lake house repairs was also corrected for previously booked government funding. Not moving to bi-weekly garbage collection added \$25,000 to expenses.
- ii. 2018 forecast expenses are up due to increased landscape activity. Capital expenditures include security, irrigation, bed restoration, signage, and pedal boats.
- iii. Salary levels were questioned and Mark and Heather provided details.

8. Life Cycle Study - Paul Taylor

- a. Paul ran through the background, purpose, and process for conducting the study.
 - i. Three firms were interviewed, and bid on the project. Morrison Hershfield was selected at a cost of \$11,500.
 - ii. Report received just prior to AGM with 25+ year forecast of infrastructure maintenance and replacement costs and timing. It's just a forecast but it does provide for better 5 – 10 year capital planning.
- b. Board to review and provide recommendation. Report suggests an annual fee increase of \$257/household/year (w/ CPI increases), but we are looking to keep increase in the \$200/household/year range.
- c. September meeting will be called to pass a special resolution for the go-forward reserve fund levy. Open houses were suggested prior to the meeting so community can get more details.

9. Open Spaces Special Resolution – Bryan Dozzi

- a. Proposal to amend the bylaws to restrict installation of structures and fixtures in community open spaces by homeowners. The proposal was met with heated resistance from a number of community members who support the seasonal installation of water trampolines on the lake. Much discussion ensued about liner issues, liability, grandfathering, and the need to consider the pros & cons of the issue.
- b. An ordinary resolution was passed as follows:
The special motion regarding trampolines and other structures on the lake and other shared Association property shall be deferred, and a new motion presented at the 2019 AGM. The Board will form a committee with a cross section of stakeholders to consult, investigate the various issues, and to make recommendations.

10. Election of LAHPOA Board of Directors

- a. One current board member (Bryan Dozzi) has served his three year term. The remaining current members (Mark O'Henly, Heather Harris, Glenn Ruskin & Paul Taylor) plan to remain on the board. Rick Gallant, Don Francis and Louise Ascah agreed to stand for the three open board positions. All three individuals were accepted by acclamation.

11. Meeting concluded and adjourned at 9:50 pm.