



LAHPOA Board of Directors
Meeting Minutes
Monday, June 26, 7:00pm
Lake House @ LAHP

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

1. Call to Order & Welcome – Rick Gallant
6:55pm

2. Introductions
Welcome Todd and Gareth to the Board.

3. Board of Directors Procedural Overview

a. Director Roles and Responsibilities

Rick – Chair, Secretary, Lifecycle Committee Lead
Gareth – Treasurer and Contracts Lead
Glenn – Vice Chair, Water Committee Lead
Brent – Landscape and Architectural Controls Lead
Todd – Safety and Security Initiatives Lead
Jo – IT, Communications, Programs and Playground Lead

b. Appointment of Signing Officers

Motion: Rick moves to remove Carey Donkervoort as a signing officer of the LAHPOA and to appoint Gareth Davies in his place. Glenn Ruskin and Rick Gallant to remain as signing officers. Motion seconded by Todd Brown. Carried.

c. Meeting Dates: The target is to keep the Board meetings scheduled for the last week of the month.

4. Approval of June Board Meeting Agenda

Motion: Brent moves to accept the June Meeting Agenda as circulated. Seconded by Gareth. Carried

5. Approval of Previous Meeting Minutes

Motion: Glenn moves to accept the May meeting minutes as circulated. Seconded by Jo. Carried

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

a. Annual General Meeting

The AGM for the LAHPOA was held on Wednesday, June 21 at the Cottonwood Golf and Country Club. 47 residents were in attendance and 29 submitted Voting Proxies prior to the meeting. The takeaways from the AGM are as follows:

i. Questions arising were polite and thoughtful.

- ii. Presentation was informative, clear, and concise.
- iii. Consensus is to stay with a 5:00pm meeting start time.

a. Water Licence Transfer Agreement

Representatives of 2291463 Alberta Ltd (Heritage Crossing Developers) are working with the LAHP to complete the Alberta Environment water license transfer process.

b. Larry Spilak Memorial

No update

c. Rarebuilt Homes - Utility Right of Way

On Monday, June 12, Rarebuilt Homes commenced the potable and waste water tie-in, into the Corix infrastructure located at the west entrance of the Lake at Heritage Pointe.

This tie-in required the closure of the west entrance into our community, and significant excavation of the north boulevard. Remediation work will see this area returned to the same condition in which the contractor found it.

Timeline for completion is projected to be the first week of July.

Action Item: Les to verify with the contractor where the Pine Creek development wastewater will be tied-in and when the traffic control light timers will be adjusted.

e. July 1 Fireworks:

The July 1 Fireworks celebration has been cancelled due to logistical challenges including the fact that the Foothills fire department now requires us to have a certified pyrotechnician on site.

f. Upper Lake Remediation:

Come early August, we will move forward with Phase 1 of the Upper Pond vegetation remediation program. Phase 1 will focus on:

- remove (coppice) the overgrown sea buckthorn shrubs,
- preserve some willows and poplars, but undertake a significant reduction of vegetation to reduce overall density,
- thinning and pruning of buffalo bush, pygmy caragana's, and roses,

and

- remove tripping hazards by lowering tree stumps to ground level.

If money exists in the 2023 budget, we will look at leveling some of the depressions with topsoil and seeding these areas with grass. If we don't get to this in 2023, we will add it to our 2024 plans.

Following Phase 1, the area will still appear natural while opening sight lines to the pond and fountain and significantly improving the overall appearance of the Upper Pond area.

While we had hoped to move forward on this project in June, the Canadian Migratory Bird Act states that we must wait until after nesting season is over. Quite simply, there are too many birds currently using these trees and shrubs for nesting purposes. This means we will start this work in early August.

Phase 2 of the remediation will involve the clean-up of the creek, with pruning, coppicing, and removal of grass. River stone will be added to cover the exposed landscape fabric. Timing on this project is slated for September 2023 but may be delayed to 2024 depending on Divcon labor availability.

Funding for this restorative project will be allocated to the Reserve Fund with subsequent annual maintenance allocated to the Operating budget.

g. Board of Directors Orientation Manual:

Still on Rick's "to do" list.

h. Lifecycle Assessment Report:

Morrison Hershfield advises that they should have a draft version of the updated Lifecycle Assessment to us by mid-July.

Action Item: Les to query Morrison Hershfield regarding how the lake liner will be dealt with in the Lifecycle Plan? What is the liner made of? What is a typical lifespan for a liner of this type?

Les to also query our insurance company as to whether the liner is covered under our insurance policy.

i. Metal Recycling

Staff report that the onsite metal recycling bin was "slow but steady" with 1.2 tonnes of metal donated. \$37 has been donated back to the community.

Action Item: Les to look into scheduling this as an annual program.

j. Waiver of Liability – Minors

To be completed prior to Week 1 of the Summer Day Camp program.

7. Reports

a. Community Manager's Report – Les Turner

i. Spring Maintenance: Divcon continues to have an active presence in the community repairing irrigation leaks, fine tuning irrigation heads, executing turf maintenance, maintaining garden beds and completing a variety of maintenance projects.

ii. PLNT has been onsite pruning and trimming shrubs. There are three dead/dying trees in the community green spaces that they will be removing.

Action Item: Les to contact Foothills County to inquire about having the county replace trees along the HL Blvd meridian island.

iii. Summer Staffing: 6 staff are returning from 2022 and will be joined by three new staff. We have a good balance of students from within and outside the community, as well as senior leaders, junior leaders, and high school students. All staff participated in Orientation Training on June 14 and 15.

iv. Summer Programming: All staff will be tasked with leading at least one summer program.

The first programs on the docket were “Campfire and Spikeball”, which had 100+ in attendance and the 5km Fun Run, which had 10 participants.

- v. Database Reconciliations: We are reconciling and updating our Residents’ database to the Waiver Liability and VizPin databases with former residents who have left the community being removed from both databases. Summer staff are assisting with this work.
- b. Hamlet of Heritage Pointe Collaboration Group – Rick Gallant
Planning has started for a Fall meeting.
 - c. IT + Communications – Jo Scott
We have renewed our website and LAHP email software out to June 2025.
 - d. Safety and Security
 - i. Security Initiatives Committee:
The following Action Items arose at the June 8 Security Initiatives committee meeting:
 - RFP for ALPR cameras to be distributed to select vendors in mid-June. The deadline for submissions is at noon on July 7.
 - Committee to be disbanded at this time. A conclusion letter, along with the community survey results, was made available to LAHP residents via our social media platforms.
 - ii. Auto Lift Inspection: The annual inspection for the auto lift, located in the garage, was completed on June 16.
 - e. Events Committee – Jo Scott
 - i. Show and Shine & Community Beer Gardens: Approximately 20 residents shared their vehicles with the community at the 2nd Annual Show and Shine, which was held on Saturday, June 10. We had approximately 200 residents come out and enjoy a BBQ and beverage during the event. Through the generosity of The Stash Luxury Garage, Toyota High River and Stockmans Lounge and Restaurant, \$976 was raised for the Foothills Firefighters Benevolent Society.

Action Item: Feedback received following the event Indicated a lack of awareness that this event was happening. More marketing closer to the event date is necessary.
 - ii. Stampede Breakfast: Final touches are all that remains for the 18th Annual Stampede Breakfast, scheduled for Saturday, July 8. Sponsors have been very generous this year, so we look forward to adding to our list of activities for our residents and their guests to enjoy.
 - iii. Summer Day Camps: With 31 registrations received, we will be running 4 camps (out of 6) on a revenue neutral basis. Staff are excited to have this opportunity to work directly with the younger residents of our community.
 - iv. Summer Programs: As was reported under the Community Manager’s Report, the summer staff will be organizing a variety of summer programs for all ages.
 - v. Hiking Club: Brown Lowery Provincial Park was the location of the June 24 hike.
 - vi. Clean the Lake: 6 volunteer divers took to the depths of the lake on June 24 to clean the

bottom of the lake. Volunteers and staff were treated to an appreciation BBQ following the event.

- vii. 50+ Coffee: Coffee and Conversation continues every Wednesday morning, with sporadic attendance.
- viii. Tuesday Morning Yoga: With a change in dates to Tuesday mornings, we are seeing 8 regular attendees come out and enjoy “Spiritual Yoga with Liana”.
- ix. Wednesday Evening Yoga: Meditation Gong Yoga will commence in July and run every week in the summer.
- x. Golf Tournament: sufficient preliminary interest has been received to warrant moving forward with this event, to be scheduled for September 21 at the Turner Valley GC. This is a user pay event with a focus on fun golf with your fellow LAHP residents.
- xi. Bourbon Tasting: In keeping with the recent success of our Wine Tasting and Scotch Tasting events, a Bourbon Tasting event will be held on August 24.
- xii. Wine Tasting: Following a successful Wines of France wine tasting event on May 18, plans are already in place to have a second event on October 19, 2023.

f. Architectural Guidelines – Brent Fraser

- i. 168 HL Drive: Residents have inquired as to the processes required to install an outdoor, inground swimming pool.
- ii. 65 H Harbour: Resident requested approval to install a poly-resin garden shed beside their garage. Approved.
- iii. 36 HL Quay: Resident inquired as to the guidelines pertaining to installing deck railings.
- iv. 236 HL Drive: New owners have requested to install a good neighbour fence in their backyard, so as to keep their dog contained. This request is within Architectural Guidelines and was approved.
- v. 48 HL Drive: The willows along the shoreline were coppiced on June 23. A meeting was held with the contractor prior to the work being completed to discuss the lake liner. As for the roof shingles, the homeowner advises that they are aware of this and are working with their insurance company to get the shingles replaced.
- vi. 76 HL Blvd: The residents have expressed an interest in installing a privacy screen. No application has been received.
- vii. 152 HL Blvd: The new residents have expressed an interest in extending the deck and raising the retaining wall. No application has been received.
- viii. 192 HL Blvd: Feedback has been received that after the residents complete their interior renovations, they will be moving onto exterior renovations.

g. Playground Committee – Jo Scott

We are still waiting on word on the CFEP grant application, which is expected in July 2023.

h. Water Committee – Glenn Ruskin

The first meeting of the Water Committee was held on June 5. Notes arising from the meeting include:

- i. Loons: Our lake is now home to a pair of loons and their two chicks. Les has sent out communications to residents advising them to steer clear of the loons as they are very territorial and aggressive when protecting their young.
 - ii. Fish: Fish being caught appear healthy.
 - iii. Fly Fishing Clinics: Two clinics were held in June with a total of 10 residents partaking.
 - iv. Biologic Applications: We are on schedule with our biologic applications which began in May.
 - v. Water Levels: Current level is 250mm. Corix has commenced with the delivery of 10,000 m3 of raw water From the Bow River.
 - vi. Winter Aeration (aka Fish Rescue): Valuable lessons were learned and will be implemented in the future as required.
 - vii. Oxygen Content: Glenn will collect oxygen and temperature data in mid-June.
 - viii. Bacterial Water Testing: The first bacterial water test of the year came back with a rating of 843 CCE per 100mL. Results of <1280 CCE per 100mL means acceptable water quality.
 - ix. Egg Collection: It appears that 5 goslings hatched in the upper pond area and are now making themselves comfortable in the community. We have not been doing egg collection around the upper pond, so these eggs escaped our scrutiny.
- i. Treasurer's Report – Les Turner
- i. 2023 Annual LAHPOA invoices: At the time of this writing 2 files are with Bridgeland Law. One resident advises they will pay by the end of June and the other resident is not responding to Bridgeland Law. Both parties had previously agreed to a deferred payment plan, with both parties subsequently renegeing on the agreement.
 - ii. 2023 Annual LAHPOA late payment interest fee invoices: Interest invoices for late fee payments were sent to 32 residents - to date we have 11 yet to pay.
 - iii. May 2023 Balance Sheet and Income Statement: Circulated under separate email.

8. New Business

a. Dunbow Recreation Board grant intake

We have been advised that the Dunbow Recreation Board will be accepting grant applications for their August 25 intake.

- i. Row boats: We have received input from a resident suggesting we look to replace our two small row boats with larger, more stable boats.

Action Item: Les to research rowboat options. Perhaps look to sell our 4 existing row boats and replace them with a more stable option.

- ii. Covered sport court: We have received a request to consider covering the sport court with a roof or dome to extend the season and make it useable for a longer period of time.

Action Item: We will continue to lobby Foothills County to install the originally planned tennis courts in the Heritage Pointe Sports Field.

9. In Camera Session

10.Next Meeting:

Monday, July 31
7pm-9:30pm
@ the Lake House

11.Adjournment:

Rick adjourned the meeting at 8:25pm