



Nominations: There will be at least three openings on the Board. Please forward any recommendations/suggestions for nominations to Rick.

AGM Agenda: Due to a council meeting, Councillor Waldorf will not be available to make a presentation.

b. Water Licence

The Heritage Crossing Development Group have reviewed the proposed amendments to the water licence transfer agreement and have come back with a counter proposal on the payment provisions that would allow them to only deposit the \$650,000 in trust with their lawyer when the transfer application is close to being approved (i.e. 30 days in advance). It would be up to the LAHPOA to monitor the progress of the transfer application and to inform them in writing when the anticipated date would be for the transfer application to be approved. They would deposit the money in trust at least 30 days in advance of that date. They are not willing to tie-up \$650,000 for 6 months or more given the uncertainty of the timing of the AEP’s licence transfer process. They are committed to meeting the intent of the trust payment process but want to shorten the time period that their money is held in trust.

**Motion:** Rick moved to accept the change to the Water License Transfer Agreement as reflected above. Seconded by Glenn. Carried.

c. Larry Spilak Memorial:

No update. We will seek an update from Don for the May board meeting.

d. Rarebuilt Homes - Utility Right of Way

There has been no response from Rarebuilt Homes, as it pertains to LAHPOA correspondence sent on February 9, 2023.

An LAHP resident contacted Rick by email with questions pertaining to the Rarebuilt ROW request. Rick responded to the resident’s questions.

e. Herbicide Application RFP:

The following reflects a summary of our Herbicide Application RFP.

Year			Total Cost				Comments
			Spring	July	Fall		
2023	Green Oasis		\$5,400	\$5,400	\$5,400	<b>\$16,200</b>	Price based on truck access to all sites. Additional cost if hand spraying is required. Fertilizer and weed control is a mixed liquid.
	Greener Grass		\$6,400	\$6,400	\$6,400	<b>\$19,200</b>	A combined fertilizer and weed control - price based on per application. For comparison purposes, the data reflects 3 applications - same as Green Oasis. Fertilizer and weed control is a mixed liquid.
	YardWorx		\$7,795	\$7,795	\$7,795	<b>\$23,385</b>	A combined liquid fertilizer and weed control priced on a per application basis.

						Application is via tanks on truck with 400' hose.
Nutrilawn	Option 1	\$8,999		\$4,216	<b>\$13,215</b>	Spring: premium granular, slow-release fertilizer and liquid weed control
						Fall: liquid weed control
	Option 2	\$8,999		\$8,999	<b>\$17,998</b>	Spring: premium granular, slow-release fertilizer and liquid weed control
						Fall: <b>granular fertilizer</b> and weed control

**Motion:** Glenn moved that we move forward with Nutrilawn Option 1 for the year 2023. Seconded by Jo. Carried.

f. Waste Removal:

The homeowner of 80 HL Shores is in receipt of the Board's letter requesting compliance with the community's policy for their personal waste management. The homeowner has reached out to our community manager to discuss the contents of the letter.

**5. Reports**

b. Community Manager's Report – Les Turner

i. Communications with Foothills County:

- Show and Shine – June 10: Request to close Heritage Blvd to regular vehicular traffic between HL Drive and Heritage Landing. This would allow for pedestrian traffic and collector car parking.
- Stampede Breakfast - July 8:
  - Request to close Heritage Blvd between HL Drive and Heritage Harbor for pedestrian flow and horse drawn wagon rides.
  - Donation request of \$1000.00 was approved on 18 April 2023.
- Fireworks Permit: On January 25, an application for a Fireworks Permit was submitted using the County's firework's application page on their website. A follow up phone call reflects that this application was not received. Will re-submit per the County's guidance with respect to timing relative to the planned fireworks. The County has also clarified that they have changed the Fireworks Permit Application Process and that all online applications are reviewed by the Foothills Fire Department.

ii. Sports Field Scheduling: Work continues with local sports leagues in scheduling the ball diamond.

iii. Spring Maintenance: Open dialogue continues with Foothills County, Divcon and PLNT regarding their respective spring cleaning and maintenance projects.

iv. Offsite: Les will be offsite from Tuesday, April 25 to Monday, May 1. One April 26 and 27, Les will be attending the provincial conference of the Alberta Association of Recreation Facility Personnel (AARFP) in Red Deer. From April 27-May 1, Les will be working remotely.

c. Hamlet of Heritage Pointe Collaboration Group – Rick Gallant

The motion to expand the AUC's mandate to also include regulation of wastewater did not pass at the Rural Municipalities of Alberta Spring Convention resolution session. Sharonne Evans is following up with the County to determine next steps.

d. IT + Communications – Jo Scott

- i. Our website domain requires renewal. Jo is seeking to either renew with GoDaddy or our website provider, Wix.
- ii. Auto upgrades to Windows 11 and OneDrive has caused a few hours of frustration as previous settings were lost in the upgrades.

e. Safety and Security – Rick Gallant for Jim Chuey

- i. Water Shut Off Valves: The water shut off valves at 65 & 69 HL Blvd and ten valves along the NW side of the Isle have become tripping hazards. All raised valves have been marked with pylons and Corix has been asked to come out and address these raised shut off valves.
- ii. GateWorks: The next PM scheduled for the gates is May. In the meantime, staff is working with GateWorks to ensure all gates are updated and working properly.
- iii. Security Initiatives Committee: The Committee finalized the Open House posters and survey on April 20, and they were subsequently circulated to the Board for final approval. Given the Board's approval, the posters will be printed in preparation for the Open House on April 26<sup>th</sup>. Jo, Glenn and Rick will be in attendance to represent the Board.

f. Events Committee – Jo Scott

- i. Easter "Egg"stravaganza: We planned for 92 participants in the annual Easter Egg Hunt and had 86 attend. This reflects a 23% increase in participation over the 2022 event. Three generous sponsors provided funding which allowed for a great event.
- ii. Wine & Paint Night: We have 17 registrants for Tuesday, April 25.
- iii. Cake Decorating: cancelled due to low enrollment with cost being the primary factor people did not sign up.
- iv. Hiking Club: an introductory meeting of the inaugural Hiking Club is scheduled for Wednesday, May 3. The group will be planning bi-weekly hikes of various difficulties, in and around Calgary and the Foothills.
- v. Seniors Coffee: 50+ Coffee is back, starting on Wednesday, May 3 from 10am-11:30. We have three community volunteers spearheading this initiative.
- vi. Yoga: After a break in April, Yoga in the Lake House, starts up again for May.
- vii. Mother's Day Tea: The inaugural "old fashioned" Mother's Day Tea is scheduled for Saturday, May 13 with entertainment, games, crafts and of course, tea and crumpets.
- viii. Wine Tasting: Wines from France will be served at the inaugural Wine Tasting event on Thursday, May 18. Cost is \$55 per person.
- ix. Show and Shine & Community Beer Gardens: Planning has commenced on the 2<sup>nd</sup> Annual Show and Shine which is scheduled for Saturday, June 10. The Stash Luxury Garage and Stockmans Lounge and Restaurant will be returning as sponsors.

**Action Item:** Glenn to reach out to a prospective sponsor for the BBQ portion of the day.

- x. Canada Day Fireworks: working with Foothills County on obtaining a fireworks permit and soliciting donations to augment our \$500 budget. More donations allow for more fireworks which creates a “bigger bang for our buck”.  
**Action Item:** Logistics of the fireworks display to be discussed at the May or June board meetings.
- xi. Stampede Breakfast: Saturday, July 8. Requests for donations will be sent out in early May. Supplies have been ordered and bouncy houses reserved.
- xii. Summer Day Camps: New for 2023 will be weekday day camps. Two age groups will be offered, with leadership by our summer staff. This program will be “pre-paid” and registration fees will cover all expenses. Promotional literature will be distributed shortly.
- xiii. Summer Swim Lessons: Similar to the summer day camps, but the program will focus on small ratio, swimming lessons provided by qualified summer staff. This program will be “pre-paid” and registration fees will cover all expenses. Promotional literature will be distributed shortly.

As for the summer swim program, we have reached out to “sister” lake communities to inquire as to whether they offer swim programs or not, and if they do use qualified instructors, what salary are they paid. Additional information on the logistics of how the programs are offered are also being tabulated. There is an option to hire contracted swim instructors.

**Action Item:** Prior to the promotion of any summer day camps or swim programs, Les is to present a detailed staffing plan to the Board.

g. Architectural Guidelines – Brent Fraser

- i. 175 HL Drive: Exterior painting using earth tones. Approved.
- ii. 52 HL Drive: Replacement of windows and painting of window trims using earth tones. Approved.
- iii. 84 HL Drive: Rock Creek has reached out to the neighbours to discuss the demolition, which is scheduled for the first week of May.

h. Playground Committee – Jo Scott

A follow up conversation with our preferred playground provider indicates a 5% cost increase will be forthcoming at the end of April. An inquiry as to whether any additional cost increases will be forthcoming before July, yielded no concrete answers. We did, however, learn that any playgrounds ordered after July would most likely be installed in 2024 due to lack of availability of the installers in Fall 2023.

With the status of the CFEP grant not anticipated until July 2023, delays in ordering may result in additional cost increases and a delay in installation.

The original cost from the November 2022 quote was \$282,920 and saw a price increase of 6.6% or \$19,900 in January 2023. An additional increase of 5% is planned for April 30, 2023, which will add an additional 5% or \$15,145.

**Action Item:** To lock in current pricing, the playground needs to be ordered before the end of April. Les to query the supplier as to obtaining a “no financial obligation” agreement should we order prior to April 30.

The Board is in agreement to wait on the CFEP decision, expected in July 2023. If no CFEP funding is secured, then it will revisit the playground installation in the 2024 budget. This decision will mean no installation until 2024.

i. Life Cycle Assessment – Les Turner

We are waiting on Morrison Hershfield to return and commence their onsite inspection of our assets.

j. Water Committee – Glenn Ruskin

The first meeting of the year occurred on Wednesday, April 19. A complete summary of the meeting can be found within the WC meeting minutes, which can be found in Appendix A of the Board Report.

In preparation for a potential winter fish kill, the Water Committee is recommending the following:

i. Les to follow up with the following:

1. What did other area lake communities do when they experienced winter kill? How did they restock? Lake Bonavista had winter kill four years ago.
2. Inquire as to what Alberta Fish and Wildlife recommends.
3. Do a water sample as soon as the ice is out. Smoky Trout advises to be watchful of phosphate levels.

**Action Item:** To wait until the ice goes out before any action is taken.

- b. To mitigate potential winter fish kill in the future, we will continue to monitor winter oxygen levels. Should oxygen levels reach dangerous levels, we will look to activate the permanent or temporary aeration systems.

Smoky Trout recommends clearing the snow from around the islands to assist with the photosynthesis of the lake vegetation.

k. Treasurer's Report – Carey Donkervoort

i. 2023 Annual LAHPOA invoices:

- Our legal counsel is working to collect payment from 3 residents. They have been successful in collecting fees from 7 residents.
- Two of three pre-approved deferred payment plans are on schedule. The third pre-approved payment plan is not on schedule, and therefore, has been revoked. This resident has been notified that if payment is not received by April 30, 2023, their file will be turned over to Bridgeland Law.

- ii. 2023 Annual LAHPOA late payment interest fee invoices: On March 17, 32 residents were invoiced for late payment interest on their LAHPOA fees. To date, only 12 residents have paid and 20 are outstanding.

Updated invoices are being sent out at the end of April, to those who have yet to pay their late payment interest.

**Action Item:** Rick to contact Bridgeland Law to seek recommendations on what action to take on residents who have yet to pay their late interest invoices.

**Action Item:** To send out a Past Due notice and cover letter from the Board of Directors, incorporating Bridgeland Law's recommendations. Deadline for payment of the interest invoices will be May 15.

iii. March 2023 Balance Sheet and Income Statement: Circulated under separate email.

iv. 2022 Year End Financial Statement: Circulated under separate email.

**Motion:** Carey moves to accept the 2022 Year End Audited Financial Statements as presented. Seconded by Glenn. Carried.

## 6. New Business

- a. Responsible Dog Ownership: On April 10, a young resident was attacked and bitten by a dog. The family of the young resident has filed complaints with the RCMP and Foothills Protection and Enforcement Services, who are responsible for animal control within the County.

Staff have been approached by a resident, inquiring as to whether the community will be stepping in to talk to the dog owner or provide any education as to "proper dog ownership" in the LAHP community.

Staff have advised this resident, and others via social media, that animal control falls within the jurisdiction of the County.

The Board is in agreement that it is not the HOA's responsibility to educate LAHP residents of the Foothills County bylaw pertaining to responsible dog ownership.

- b. Documentation of Brent's Conflict of Interest Declaration and Process to Manage it:  
Brent recused himself from the meeting at 9:05pm.

Carey has raised the question as to whether we have properly documented Brent's conflict of interest with respect to the water licence transfer and how we have managed it. A review of the November minutes indicates we could have done a better job documenting Brent's initial declaration and our subsequent plan for managing it. Note, since the discussion occurred In Camera we did not document it. To correct this, the following amendments to the November minutes are proposed:

- 4.a.i Since Brent Fraser is a member of the development group making an offer for a portion of one of the LAHPOA's water licences, he has declared his potential conflict of interest and will recuse himself from all discussions or decisions on this matter.
7. The Board discussed the proposed offer and agreed they would like to pursue the offer. Rick to engage with the prospective buyers to progress the opportunity and to determine the status of Corix's interest in the LAHPOA licence.

All subsequent minutes accurately record Brent's recusal or absence during any discussions or decisions on this matter.

**Motion:** Rick moved to amend the November meeting minutes. Seconded by Carey. Carried.

**Action Item:** Les to ensure that the November meeting minutes are amended and posted accordingly.

- c. Board Policy and Procedures Manual: Carey has proposed the development of a Board Policy and Procedure Manual. He has provided Rick with some proposed draft content. Rick will undertake to craft a fit for purpose manual that captures the key policies and procedures we have been operating under which will serve as a valuable reference for the Board and as an onboarding document for new Board members.

**Action Item:** Rick will pull together an Orientation Manual, covering key policies and procedures, for Board members.

## **7. In Camera Session**

- 8. Next Meeting:** Monday, May 29  
7pm-9:30pm  
@ the Lake House

- 9. Adjournment:**  
Rick adjourned the meeting at 9:30pm





**LAHPOA Water Quality Committee  
Meeting Minutes  
Wednesday, April 19, 2023  
7:00pm LAHP Lake House**

Attendees:	Glenn Ruskin, Chair Graham Purves Sean McGee	Ryan McKimmie Don Waldorf Les Turner, Community Manager
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Regrets:	Bryan Dozzi	Colin Anderson
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**1. Welcome, Introductions & Call to Order**

Glenn welcomed everyone to the first 2023 LAHP Water Committee meeting.

The meeting was called to order at 7:05pm.

**2. Approval of Agenda**

Sean/Ryan. Carried.

**3. Committee Member Composition**

Brian Ysebaert and Jim Chuey have declined participation on the committee in 2023. An invitation has been extended to Steve Gowda, but he is not able to attend on short notice. There is room for additional volunteers who may be interested in helping be the community's "eyes on the lake".

**4. Review of September 15, 2022, Meeting Minutes**

Approved

**5. Review Water Committee Mandate (Appendix A)**

Glenn walked the Committee members through the mandate. No concerns were raised. No recommendations or amendments.

**6. Water Quality/Aeration Update (Appendix B)**

- a. O<sub>2</sub> levels: Due to the early onset of ice, and the thickness of ice/snow, the dissolved oxygen levels were starting to drop in January. With readings taken on March 29 at very low levels, Smoky Trout recommended immediate implementation of temporary aeration systems. Within just a few days, operation 'Fountain Rescue' began, having four submersible pumps strategically located around the lake, tied to the selected dock areas, creating open water circles. Two weeks later, testing on April 12 reflects the temporary aeration 'fountain rescue' set ups were increasing the levels of dissolved oxygen. Smoky Trout recommends that the primary aeration system not be turned on until the ice has completely left the lake. Additionally, our oxygen DO meter should be used to make sure that there is minimally a 3PPM O<sub>2</sub> level at the bottom of the water column and that temperatures be reasonably unified before the aeration system is activated. Temporary aeration pumps will be pulled out of the lake on or about April 22. Special thanks to Sean, Colin, Brian, and Graham for allowing the temporary pumps to operate off of their docks.

- b. Health of Fish: A couple “floaters” have been seen as the ice starts to break up. Should the numbers of dead fish increase significantly, a plan needs to be put in place where the dead fish can be collected, double bagging them and putting these into a land fill. While Lake Shore residents may be educated on what has happened, Max, who has dealt with these winter kills in the past, recommends that all fish be picked up and disposed in the land fill rather than sitting in some resident’s green bin – smell would be a significant issue here.
- c. What will the impact be on the water chemistry if there are a significant number of dead fish decomposing on the bottom of the lake? Checking with Max on this, phosphate levels of the water could become elevated potentially resulting in increased algae growth as it gets warmer. Biologic products may have to be increased/adjusted to control this. Fish are fine to decompose at the bottom of the lake, as they have been doing naturally every year. It takes 4 – 5 weeks for the fish to break down, not looking like a fish anymore. No need to purchase a camera or having some divers go down there, we will likely see the carcasses.
- d. One important point discovered in conversation with Max was that if there is one lake that had a total or partial winter kill there will be others. He is anticipating that there will be two or three other lakes in our area going through the same thing. Auburn Bay for example had extremely thick ice like Heritage did, likely indicating they will have an issue.

**Action Item:** Les to follow up with the following:

- i. What did other area lake communities do when they experienced winter kill? How did they restock? Lake Bonavista had winter kill four years ago.
  - ii. Inquire as to what Alberta Fish and Wildlife recommends.
  - iii. Do a water sample as soon as the ice is out. Smoky Trout advises to be watchful of phosphate levels.
- e. Winter 2023/24: In consultation with Smoky Trout Farm, running a limited number of permanent aeration diffusers during the winter is deemed unsafe. Instead, they recommend we monitor oxygen levels closely, simultaneously, plowing as much snow around the islands onto the islands, keeping ice clear. In the event that four feet below the surface of the ice that our PPM levels drop to under four, it is then we would re instate ‘fountain rescue’ measures, likely early March, or not at all, depending.

## **7. Water Level Tracking**

Rick Gallant’s dock will be used as the benchmark for measuring the water depth. The level of the water taken on April 17 was 390mm. Levels from September 15, 2022 were reported to be 226mm. Rick will continue to monitor water levels on a regular basis.

## **8. Migratory Bird Management**

The 2023 migratory bird egg management license is in hand. Glenn will be out as soon as the ice has left the lake to relocate the goose eggs.

## **9. Fish Stocking 2023**

Glenn is in receipt of a quote from Smoky Trout, to bring in 600lbs of rainbows (300 X 2 pound trout) and some tiger trout. Costs would remain at \$5000 for the spring stocking with the remaining \$5000 to be spent on a Fall stocking. Similar schedule to last year.

**10. Lake Biologics Prescription Plan**

The Board has accepted the Biologic prescription plan and Les has ordered the stock. Will the dead fish impact the chemistry of the water and the prescribed biologic plan?

**11. Other Business**

Zebra mussels are being found in moss balls, which are used for residential aquariums. Should zebra mussels get into natural water bodies, they are impossible to remove.

**Action Item:** Is an education campaign required to inform residents about the dangers of transferring water toys, boats, etc between water bodies?

**12. Adjournment**

Glenn adjourned the meeting at 8:20pm