



LAHPOA Board of Directors
Meeting Minutes
Wednesday, April 20, 2022 7:00pm
Lake House @ LAHP

Attendees: Rick Gallant – chair & secretary Les Turner – community manager
Glenn Ruskin – vice chair, water committee
Jo Scott – IT, communications
Carey Donkervoort – treasurer
Jim Chuey – safety/security
Brent Fraser – architectural/landscaping

1. Call to Order & Welcome

Rick Gallant 7pm

2. Approval of Agenda

Jo requested the addition of a discussion on volunteer engagement to the agenda

Motion: Jim moves and Carey seconds. Carried

3. Approval of Previous Meeting Minutes as presented

Motion: Brent moves and Glenn seconds. Carried

4. Business Arising from Previous Meeting

a. **GateWorks** – Rick Gallant

The Preventative Maintenance contract between GateWorks and LAHPOA has been accepted and executed by both parties.

b. **Canada Post Mailboxes** – Rick Gallant

Three flood lights have been installed and are set to turn on with motion detection. The existing six lights continue to be operational off the photocell. Three CCTV camera domes have been installed. Les and Jim will continue to monitor. The gravel has been swept and the downspouts have been cleaned. Rick and Les continue to pick up debris around the mailboxes on a daily basis.

Two quotes were obtained for leveling the concrete slab. A third company declined submitting a quote.

Motion: To engage the services of Concrete Experts at a cost of \$2503.94 + gst to level the mailbox concrete pad. Moved by Rick. Seconded by Glenn. Motion carried.

Action Item: Rick to advise Concrete Experts and coordinate the concrete mud jacking work.

c. **Society Bylaws** – Rick Gallant

Our 2019 Association Bylaws have been successfully filed and we are now in compliance with the Alberta Registries/Societies Act given the administrative adjustments requested by Alberta Registries.

d. **AGM – Rick Gallant**

Virtual AGM: Les has made arrangements to conduct our AGM on Zoom and to conduct voting using VotingPlace.net. We will be testing the system on a dry run before the AGM.

All AGM documents, other than the Audited Financials, have been submitted to the printers. Staff will stuff envelopes and hand distribute pre-AGM documents prior to May 7.

Rick and Carey are working on the speaking notes for the AGM presentation, as they will be the only ones speaking at the AGM. The board provided some upgrades/additions to Rick's speaking notes. We will have a final review of Rick and Carey's notes at the next board meeting.

e. **Water Play Structures on the Lake – Jim Chuey**

The finalized *Water Play Structure* guidelines were discussed at the April 18 Water Committee meeting.

Action Item: Les to circulate the *Water Play Structure* guidelines to all 66 lakefront homeowners via email in mid-May.

f. **Guidelines Specific to Lake Front Homeowners – Les Turner**

The document highlighting the unique guidelines that come with living on the lake has been finalized and will be circulated to the lakefront homeowners with the pre-AGM package. Content was kept at a high level to ensure all relevant information would fit onto a one-page document (two-sided). If further information is required, residents can refer to the LAHP website or contact the lake house.

g. **Water Licence – Rick Gallant**

Rick has been working with Brent and doing online research to determine a fair value for the water license volumes that are excess to our long term needs. He also took some time to research the process for transferring volumes. Board consensus was that Corix's initial offer was too low and that we should ask them to reconsider their offer in light of our new market intelligence.

Action Item: Rick to continue negotiations with Corix Utilities.

h. **Sidewalk Remediation – Les Turner**

We have reached out to Foothills County regarding the depressions in the HL Drive sidewalk (near the HL Blvd intersection and just north of the HL Close) and outside the Sport Court. The County advises that they will be onsite to evaluate and if our concerns meet their threshold, the sidewalks will be repaired.

Action Item: Les to continue working with Foothills County on areas that are deemed to be high risk.

i. **Larry Spilak Memorial – Les Turner**

Action Item: Les to inform the committee looking after the production of the Spilak Memorial Plaque that if it is not initiated within the month, we will seek a refund from Edenbrook Cemetery.

j. **T&T bins** – Les Turner

No further update on the number of bins that can be repaired vs are non-repairable.

5. Reports

a. **Community Manager's Report** – Les Turner

- i. **Surplus Inventory:** All surplus inventory identified in Fall 2021 (except the chain link fence) has been disposed of. The goal of \$4,000 in revenues was exceeded by \$250. The chain link fence has been “spoken for” by an LAHP resident but is yet to be picked up and paid for.
- ii. **Divcon** has commenced their spring clean-up tasks. Duties currently assigned are boulevard/island sweeping (done), basketball court repairs, sport court fence repairs, beach clean-up (done), fence repairs, sand/stain main dock and north dock, pressure wash bear bin waste bins, repair parging and stucco on garage, replace stone work on mailbox shelter, repair stone work on south entrance LAHP sign, repair sod over last year's irrigation repairs.
- iii. **Society's Act Annual Report:** We have received notice to submit our Society's Act Annual Report. We have 6 months to complete this mandatory report, with completion scheduled as soon as the 2021 YE audited financial statements have been finalized.
- iv. **Summer Staff:** Summer Employment Opportunities at LAHP were posted internally and externally during the week of April 11. The deadline to submit applications is May 15 which allows sufficient time for review, interviews, and training prior to the Lake House/Beach opening on June 18.
- v. **Foothills County Sports Fields:**
 - The soccer pitch has been lined and the nets installed
 - Five (5) groups are making good use of the baseball diamond

A LAHP resident has sent a request to the County seeking the development of pickleball courts in the sports field area. When the field was developed by the County a provision was made for the addition of 4 tennis courts. Les will try to coordinate advocacy for the development of tennis/pickleball courts adjacent to the sports field parking lot.

vi. **AARFP Conference:**

Les will be away from the office from April 23-27 attending the annual conference of the Alberta Association of Recreation Facility Personnel (AARFP).

Les indicated that while he may not be physically in the office, he will continue to be in touch via email, telephone, social media, etc. There is no cost to the LAHP for him to attend this conference.

A side trip to visit Max with Stony Trout Farms will occur so I can discuss the lake water treatment plan proposed for 2022 with the one we implemented in 2021.

vii. Programs/Special Events:

- Pickleball: Requests for the court and equipment are picking up. We will organize a drop-in program come May.
- 55+ Social: Offered every Thursday in the LH from 1-3pm. We are seeing 8-12 residents attending on a regular basis.
- Family Games Night: The last Family Games Night of the season will be on Friday, April 22. We will try the program again in the Fall.
- Community Artisan's Market: Held on April 16 with upward of 200 people attending throughout the day.
- Easter Egg Hunt: Held on Sunday, April 17 with 66 egg hunters in attendance and over 160 parents/grandparents. A very successful event. The event was co-sponsored by Brittney Zimmerman, a local realtor.
- LAHP Show and Shine: Saturday, June 11. A low-key car show for local enthusiasts to show off their vehicles in a relaxed, community setting. A small bbq and beer gardens are planned with all proceeds being directed to the Foothills Hospice or Foothills Fire Department equipment fund. The Stash, Corey Developments and Stockman's have already committed to sponsoring this event.
- Mini Farmer's Market: Jo is in communications with a local Hutterite farm regarding the selling of their products (meats, pastries, produce) from the lake house parking lot in the spring/summer.
- Mike Niemans Annual Parade of Garage Sales: Saturday, May 28. More information to follow.
- Sculpt Fitness: Will be using the lake house park in April and May for an adult fitness program geared towards our stay/work at home residents.
- Fly Fishing Clinic: One or two fly fishing clinics to be held in late May/early June. Glenn to confirm dates with Les. The annual Father's Day clinic will not occur this year unless our volunteer instructor can find a suitable leader to replace him.
- Community Photo Contest / Boulevard Banners: Tabled.

b. **Hamlet of Heritage Pointe Stewardship Group** – Rick Gallant

There was a meeting of the HHPSTG on March 31, 2022. Attendees included the HOA presidents, Don Waldorf, several Pinehurst residents, Kristi Beunder (development consultant), Rarebuilt Homes (developer) and Darryl Kastner (potential developer). Half of the meeting was spent discussing three proposed/potential developments (presented by Kristi Beunder) and the other half was spent discussing the CMRB, Deerfoot Trail noise, and the Dunbow Road Transportation Study.

Kristi Beunder presented the Rarebuilt Homes development (24 acreages) and the accommodations that have been made based on input from Pinehurst residents (eliminate pickle ball courts and add pathways and trees). She also mentioned a potential Darryl Kastner development (14 retirement villas/senior's bungalows) on the next lot to the north of Rarebuilt – very early planning stages. Finally, she discussed the Thomson and McMillan development (south of Dunbow Road). An Open House is planned for June 9.

Councillor Waldorf discussed the public announcement from the Minister of Municipal Affairs that Wheatland County and Strathmore would be excluded from the CMRB without any heads up to Foothills or Rockyview and without any similar concession for the two MDs. The County

is still lobbying for exclusion. Then he discussed a formal letter from the Minister of Transportation which addressed each of the proposed mitigations from the Artesia Concerned Citizens Group and essentially dismissed them all as not feasible. The Minister's recommendation was to redesign their berm. Finally, he discussed the Dunbow Road Transportation Study and that there would be an Open House scheduled once council had reviewed the feedback from the province.

Action Item: Rick to advise the HHPSTG that future participation by the LAHPOA will be based on specific agenda items and will highlight the LAHPOA concerns with how this group is proceeding.

c. **Safety and Security** – Jim Chuey

The board agreed that we will align with any Alberta Health Covid-19 directives (although they appear highly unlikely) and we will continue to be respectful of individual choices.

Lake trespassers were minimal during the 2021-22 ice season.

d. **IT, Communications & Events** – Jo Scott

Provided some "tweaking" to our email marketing program and online submissions to eliminate spam/"bot" responses.

Seeking to establish an Events Committee to assist the community manager with planning and running community programs.

Action Item: Initiate an Events Committee complete with a formalized mandate. Jo to take the lead as Board liaison on said committee.

e. **Architectural Guidelines** – Brent Fraser

- i. The *Guidelines Specific to Lake Front Homeowners* document has been finalized and will be hand-delivered to all lake front homeowners prior to May 7.
- ii. A PSA reminding residents of the Spring/Summer 2022 Architectural Design and Landscape requirements was circulated via social media and direct email in early April.
- iii. Applications received for Architectural/Landscaping:
 - Gazebo: 80 Heritage Isle. A request has been submitted to install a 11'x 14' pre-fab gazebo. The size of the gazebo was discussed as was the proposed location and construction material.

Action Item: After lengthy discussion, the Board took into consideration the size of the yard, the location proposed within the yard, the quality and appearance of the proposed structure and the endorsement by the adjacent neighbours and decided to grant an exception to the Architectural and Landscape Guidelines. Going forward the board agreed that a similar process would be followed for any future requests that seemed reasonable and met the intent of the AC&L Guidelines but did not necessarily comply with the letter of the Guidelines.

- Green House: 16 HL Close. A request to install a 6' x 8' cedar greenhouse to be installed more than 1.5m from residence.

Action Item: Les to obtain a picture of the 6' x 8' green house and the neighbours' Statutory Declarations (endorsements).

- Exterior Painting: 61 HL Terrace. Waiting on paint chips.
- Landscaping: 185 HL Blvd. "Landscape Plans". New trees and shrubs, landscape mulch, refresh existing landscape beds and new sod. No concerns with this request.
- Fencing: 4 Heritage Landing. Request to install a black chain link fencing in rear yard. Waiting on completion of all required forms.
- Roofing: 60 HL Shores. Replacement of existing shingles. No material changes. No concerns with this request.
- Landscaping Renovations: 212 Heritage Isle. 4"x 4" landscaping ties to divide properties, add Swedish columnar aspens, replace grass with wood mulch and add additional shrubs/flowers. No concerns with this request.

f. Playground Committee – Jo Scott

i. Playground RFP

With the playground RFP concluding on April 15, we received 10 different concept plans from 5 vendors. On April 19, the playground committee reviewed all concept plans and narrowed down the selection to two concepts. The committee will now work with the two vendors massaging the two plans seeking to build off of the base plans submitted. A final decision will be made once we hear back from CFEP on our application.

ii. CFEP Funding

The draft CFEP application has been submitted to Rick for review.

g. Water Committee – Glenn Ruskin

The first Water Committee meeting of 2022 was held on Monday, April 18. Lake treatment will commence on April 22 as per the plan prescribed by Max at Smoky Trout Farms.

Our application to Environment Canada requesting the authority to remove Canada Goose eggs was approved in an expedited fashion. The collection and removal of eggs commenced on April 6 with 44 eggs collected and destroyed to date.

h. Treasurer Report – Carey Donkervoort

- i. 3rd Q Financials:** Carey presented the third quarter financials with some discussion of the variances to budget.

- ii. 2021 YE Audit: Carey discussed the final results of the 2021 YE audit which was completed with no issues identified by the auditors.
- iii. 2022 Annual Fees: March 31 reflected the deadline to receive 2022 Lake Fees. Following the passing of this deadline, six (6) residents had yet to pay their fees in full. Current AR aging reflects two residents have paid, one is on a payment plan and three have been submitted to our lawyer for collection. All 6 past due accounts are being charged interest as of March 1.
- iv. Revised 2022 Budget:
A budget revision was deemed appropriate due to the delay of the playground expenditures until 2023 as a result of the timing of the CFEP grant.
Motion: Carey moved to revise the 2022 budget reflecting the elimination of the playground capital expenditure in 2022. Motion seconded by Jim. Carried.
- v. 2021 Year End Audited Financial Statements
Motion: Carey moved to accept the 2021 Year End Audited Financial Statements as presented. Motion seconded by Jo. Carried.

6. New Business:

a. 16th Annual Stampede Breakfast

Planning has commenced on the 16th Annual LAHPOA Stampede Breakfast. Highlights to date include:

- i. Save the Date email (Saturday, July 9) circulated to sponsors, volunteers, and residents
- ii. \$1000 donation from the Foothills County secured
- iii. Received verbal commitment that Rock Creek Builders will come onboard as a new sponsor for 2022
- iv. Secured food (pancake mix, sausage and syrup) sponsorship by Stockman's Lounge and Restaurant
- v. Tables, chairs, tents, etc. tentatively booked with Good Time Party Rentals
- vi. Inflatable bouncy house apparatus' tentatively booked
- vii. Heritage Blvd road closure has been approved by the Foothills County
- viii. Reviewed previous Stampede Breakfast files and created a 2022 checklist
- ix. Sponsorship requests will be distributed the first week of May.

7. In Camera Session:

Les has accepted the terms of Community Manager's contract.

8. Next Meeting: 7:00pm, Thursday, 19 May 2022

9. Adjournment: Glenn moved to adjourn the meeting at 10:23pm.