

Minutes of the LAHPOA Board of Directors Meeting

Tuesday, March 16th, 2021, 7:00 p.m. M.D.T at the Lakehouse

Attendees: Glenn Ruskin (Chair), Joanne Scott, Carey Donkervoort, Matt Secord, George Canyon Don Waldorf, Paul Taylor

Regrets: Brent Fraser

1. Call to Order- 6:58 p.m. Approval of Agenda- George & Jo
2. Approval of Minutes, February 16, 2021 Board Meeting- As circulated with the Agenda- Matt and Carey;
Glenn advised that Brent had confirmed the vacant lot on Heritage Drive has been sold. The designer working with the purchaser is a former employee of Albi homes who built a lot of the houses in the community. So he is very familiar with the architectural design standards within the community and we don't expect any issues.
Also, the 5 acreages that had been for sale for a long time in the MD have all sold within the past couple of months, so the market is very active.
3. Serenity Update:
Paul provided an update on the Public Hearing that was held via Zoom on Tuesday, March 9th, 2021. The highlights included:
 - There were approximately 56 people on the call including councillors and staff from the MD, representatives of the developer and interested residents.
 - It was apparent early in the call that there had been a lot of meetings and discussion between some of those affected- specifically the Ravine residents- and the developer. The result of those meetings, which had taken place over the weekend prior to and the morning of the Hearing was that the Developer had agreed to a number of the changes requested by the residents, which are contained in the developer's letter which Glenn circulated via E-mail on March 10th, 2021.
 - As a result of the developer making those changes, most of the residents on the call, including the Ravine group through their lawyer, expressed their support for the Developer's application, subject to the addition of three conditions being part of the first reading before Council: a) the further study of the impact of additional traffic along Dunbow Road; and b) independent confirmation of the capacity of the Corix system to maintain water supply to the entire Hamlet of Heritage Pointe and handle the increased waste water generated by the new development; and c) an undertaking by the MD not to approve any additional development (other than the one being proposed) along Dunbow Road without adequate consultation with the communities affected.

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4. Community Manager's Report: Don Waldorf- Accepted as presented, with the following additions/clarification:
- a. Community Operations:
 - i. **Action:** Don to obtain signs for the Lakehouse indicating the exact location of the fire extinguishers and defibrillator, by March 31st, 2021.
 - ii. **Action:** All Board Members to submit their ideas to Don for family oriented recreational equipment that could be included in our next grant request to the Dunbow Recreation Board, e.g. pickleball equipment, by the next Board meeting on April 20th, 2021.
 - iii. Regarding annual fee collection, letters have been sent to the 12 homeowners with fees outstanding, giving them until March 31st, 2021 to pay, after which their files will be sent to our lawyer for action.
Action: Glenn has requested that Don report at each subsequent Board meeting on the status of each of the outstanding collection files and Don to provide a log of the actions taken to date, i.e. date of contact, method (phone, e-mail, letter), person contacted, resulting action/commitment. This should be a running log, so that the Board can see the progress of each file.
 - b. Divcon and PLNT Horticulture:
 - i. **Action:** Don to provide an update on the results of the Failure Analysis on the pump VFD at the April 20th, 2021 Board meeting
 - ii. **Action:** Paul to advise Matt when we schedule the walk around the Upper Lake pathways, prior to approving any quote for the paving. This will be after the snow is gone and the ground has thawed, to determine if there are any 'major' underground disturbances contributing to the paving heaving.
 - iii. Regarding the Larry Spilak memorial, Don advised that the fencing for the memorial has been purchased at ~\$1500 and the wording on the plaque has yet to be determined.
Action: The Board will discuss at a future meeting the plans for an unveiling ceremony, while drawing on the input from the community and the Spilak family.
5. Treasurer's Report: Carey Donkervoort- Accepted as presented, with the following discussion:
- a. Update on 2021 Association Fees- The Board agreed that if payment terms are required by any of the outstanding accounts, Don has the authority to negotiate with the residents for post-dated cheques (max 3) over a reasonable period of time. In each case, the terms must be documented and agreed to in writing by the resident. Any requests for terms outside of the above must be approved by Glenn and Carey.
 - b. **Action:** Carey will develop a process guide to deal with outstanding accounts and other administrative matters to avoid any gaps or misunderstanding in the future.
 - c. **Action:** Carey will provide a copy of our lawyer's brochure detailing the steps they follow in collection matters and the brochure will be attached to these minutes.
 - d. Auditor's Report- Carey advised that the Auditor's Report is due by this month, in time for adequate review and presentation at the annual AGM on June 7th, 2021.

6. In Camera Session- At this time, Don was excused from the meeting and the Board met in camera to review Don's performance over the past 6 months. The results of that review are deemed Confidential and will not be reported in these minutes.

Action: Glenn will meet with Don this week to discuss next steps.

7. Sub-Committee Updates:

- a. Water Committee- Glenn advised that the Water Committee will be reactivated this Spring and the Board is looking for volunteers from the Board members and the community at large.

The Water Committee will meet monthly and the Lead member of the Committee will provide an update at each Board meeting.

8. New Business:

- a. None

Meeting Adjourned: 9:00 p.m.

Next Board Meeting: Tuesday, April 20th, 2021 at 7:00 p.m. M.D.T. at the Lakehouse, in accordance with AHS meeting restrictions.