

Minutes of the LAHPOA Board of Directors Meeting

Tuesday, April 20th, 2021, 7:00 p.m. M.D.T Via Zoom

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

Regrets: George Canyon

1. Call to Order- 7:02 p.m. Approval of Agenda- Matt & Brent
2. Approval of Minutes, March 16, 2021 Board Meeting- As circulated with the Agenda- Carey & Jo
3. CMRB Update: P. Taylor
 - a) Paul summarized the comments which had been communicated to the Board in an e-mail of April 8th, 2021.
 - b) The major concern is that the Province of Alberta has mandated that the City of Calgary and 9 surrounding municipalities including Foothills County- develop a growth plan for the region and submit it to the Province by early this summer.
 - c) The result of other cities annexing adjoining municipal land for their own benefit- or otherwise attempting to limit migration from the city to rural areas- has been a drastic deterioration in services AND an increase (e.g., doubling) of property taxes with no offsetting benefits.
 - d) The Board was referred to a section on the Foothills County website regarding the Draft CMRB Growth Plan and the “Call to Action”.
 - e) The section highlights the objections that Foothills County (and other) Councils has to the growth plan, a copy of Reeve Oel’s message to Foothills County residents and a sample of letters to send to Provincial and Municipal politicians.
 - f) Although the cut-off for sending comments directly to the CMRB was earlier this month, Reeve Oel felt that letters could still be sent to the politicians. Paul reported that he had sent the letters and received a response from one of the MLAs expressing their full support for the Municipalities’ position.
 - g) Because of the potential impact of the CMRB’s plans to all of our residents, it was agreed by the Board that:
Action: Paul will compose a note to be posted on the LAHPOA website drawing residents’ attention to this matter and referring them to the County website for further information.
 - h) With respect to the suggestion that Reeve Oel be invited to a future LAHPOA Board meeting to answer questions regarding the impact of development or government action that could affect our hamlet, it was decided to hold off on extending the invitation until after the AGM.

4. Upper Lake Pathways Quotes: P. Taylor
 - a) Paul reported that following the issuance of an RFP, we had received three quotes, as detailed in a separate e-mail prior to the Board meeting.
 - b) After brief discussion, it was **Agreed** that we would award the contract to Bow Mark Paving. We had good success with them on the paving of the main parking lot and they stand behind their work.
 - c) We will ensure that the contract is a fixed price contract, so there no 'surprises' after the award.
 - d) **Action:** Paul will advise Rick Gallant, who has been dealing with the bidders, of the Board's decision and request that Bow Mark have a pre-commencement meeting with representatives of the LAHPOA to ensure that no changes are required.
5. Community Manager's Report: Don Waldorf- Accepted as presented, with the following additions/clarification:
 - a) Community Operations:
 - i. From Don's unofficial conversation with a representative from AHS, it is expected that we could still be under COVID restrictions through this summer, which will require residents to reserve their spot at the Lakehouse beach, similar to last year. This has not been confirmed but is looking very likely.
 - ii. The fact that AHS will be doing the water sampling this year will save us ~\$28.00 per week.
 - iii. The weekly GREEN cart collection starts May 6, 2021 and will run until the end of October.
 - iv. Regarding a number of on-site architectural control visits with homeowners, Brent reported that most of these are minor upgrades only. There has been no additional net new construction, other than the one on Heritage Drive of which we were aware and it blends in nicely with the existing building.
 - b) Divcon and PLNT Horticulture:
 - i. The Upper Lake pump installation is expected begin within the next week or so.
 - ii. The pump VFD performance/operating life assessment will hopefully be done at the same time as the pump installation.
Action: Don W. to confirm that these two tasks will be done concurrently.
 - iii. Aeration system- will be reconditioned by the third week of May.
 - iv. Action: In response to two suggestions from Matt, Don agreed to: a) place a garbage bin by the sport court; and b) put a bike rack near the sport court and chain it, so it can't be removed.
 - c) Water Committee Update:
 - i. Glenn referred the Board to the minutes of the last Water Committee meeting which were distributed recently.
 - ii. Those minutes included the mandate of the Water Committee as developed in 2019. After asking for comment, it was determined that no revisions were required to the Committee's mandate.

- iii. Decision: The Board approved the Water Committee's recommendation that the fabricated loon's net would not be reinstalled this year, i.e. that we will let nature take its course regarding the survival of the loons.
- iv. 2 items which the Water Committee tabled for discussion at a future Board meeting were: 1) Decision on how to handle privately owned water trampolines on the lake; and 2) North dock – issues with teenagers accessing, due to problems in the past. We need a plan to address both of these issues and it is up to the Board to provide direction in this regard.

6. Treasurer's Report: Carey Donkervoort- Accepted as presented, with the following discussion:

a) Update on the Financial Statements:

- i. As outlined in Carey's report, the combined effect of the variances to budget for the 3 months ending March 31, 2021 is +\$6k better than plan.
- ii. For the year ending Dec 31, 2021 forecast, the excess of revenue over expenses is \$30k higher than budget which is due to a change in the Amortization of Capital Assets, which has been approved by our auditors.
- iii. Since April 14th, one of the overdue accounts has been collected, bringing the number of outstanding accounts to 6.
- iv. Of the 3 homeowners who have been approved for installment payments (separate from the 6 above), all of them have given Don post-dated cheques.

Action: Don will follow up to ensure those P.D. cheques are deposited on a timely basis.

b) Update on External Audit:

- i. Carey confirmed that the Audited Financial Statements are the same as the draft statements which had been reviewed in detail at an earlier Board meeting.

Decision: The Board approved the Audited Financial Statements, as presented. Carey will advise the Auditors who will remove the "Draft- March 31, 2021" from the statements and return a 'clean' copy to Carey. This 'clean' version of the statements will be included in the package being delivered to all residents in advance of the upcoming Annual General Meeting.

Action: The auditors have requested and the Board agreed that Carey will send a copy of the AGM package to the auditors for their information.

c) Update on the bookkeeper:

- i. With Leah's decision to resign as our bookkeeper, due to family business time requirements, Carey has so far received 14 resumes from interested people, including 2 who reside in the community.

Action: Carey will circulate the resume of his preferred candidate to the Board for information only; Carey has the authority to make the final decision on his preferred choice.

7. In Camera Session - Hiring Committee Update for Community Manager and Bookkeeper

Out of Camera, Meeting Adjourned: 9:20 p.m.

Next Board Meeting: Tuesday, May 18thth, 2021 at 7:00 p.m. M.D.T. in accordance with AHS meeting restrictions.

Action: At that meeting, Glenn and Carey will present a dry run through of their AGM presentation for the Board to critique.