

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN TO BE HELD MAY 9, 2020
AT THE MAINTENANCE SHOP, ROSS HAVEN ALBERTA
COMMENCING AT 9:00 A.M.

NOTE: DUE TO COVID-19 CONCERNS, GENERAL PUBLIC PARTICIPATION IN
THE MEETING IS LIMITED TO ELECTRONIC MEANS

1) Call to Order:

2) Acceptance of Agenda:

3) Adoption of the Previous Minutes:

P. 2-9 a) Minutes of the Regular Meeting – April 18, 2020

4) Public Hearings: none scheduled

5) Delegations:

a) None

6) New Business:

a)

7) Financial Reports:

P. 10-13 a) Financial Statements

8) Correspondence:

P. 14 a) Government of Alberta – FCSS April Payment - \$512.00

P. 15-16 b) Letter from Tom Hendrickson

9) Councillor Reports:

a) Mayor Louis Belland:

P. 17 b) Deputy Mayor Bruce Stonehouse - Attached

P.18 c) Councillor Bill Saunders - Attached

10) Administrators Report

a) CAO Report

11) Closed Session – Pursuant to Section 197(2) of the Municipal Government Act and Section 21(1) of the Freedom of information and Protection of Privacy Act (FOIP) – Disclosure Harmful to Intergovernmental Relations – None scheduled.

12) Adjournment: Next Council Meeting Date: June 13, 2020.

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE
SUMMER VILLAGE OF ROSS HAVEN
IN THE PROVINCE OF ALBERTA, HELD ON APRIL 18, 2020,
AT THE MAINTENANCE SHOP, ROSS HAVEN, ALBERTA,
COMMENCING AT 9:00 A.M.**

DUE TO CONCERNS IN THE FACE OF THE COVID-19 PANDEMIC THIS MEETING WAS PHYSICALLY CLOSED TO THE PUBLIC, PUBLIC PARTICIPATION WAS BY TELECONFERENCE.

IN ATTENDANCE

Mayor Louis Belland
Deputy Mayor Bruce Stonehouse
Councillor Bill Saunders
CAO, Tony Sonnleitner
0 Residents in the Gallery, 4 Residents via
teleconference.

CALL TO ORDER

The meeting was called to order at 9:04 a.m. by
Mayor Louis Belland.

**ACCEPTANCE OF
AGENDA**

Res. A20-029

Moved by Mayor Louis Belland that the Agenda be
approved as presented with the addition of f) Docks
& Piers under Section 6 New Business.

CARRIED

**APPROVAL OF
MINUTES**

Res. A20-030

Moved by Mayor Louis Belland that the Minutes of
the regular Meeting of March 21, 2020 be approved
as presented.

CARRIED

PUBLIC HEARINGS

None scheduled for this meeting

DELEGATIONS

None scheduled for this meeting.

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NEW BUSINESS

a) 2020 Operating Budget

Res. A20-031

Moved by Mayor Louis Belland that the Summer Village of Ross Haven adopt the 2020 Operating Budget as presented.

In favour Belland, Stonehouse, Saunders
CARRIED

b) Bylaw 283-2020 – Special Wastewater Lagoon Tax - 2020.

Res. A20-032

Moved by Mayor Louis Belland that the Summer Village of Ross Haven Bylaw 283-2020, being a Bylaw to provide for a Special Wastewater Lagoon Tax – 2020, be given First Reading.

In favour Belland, Stonehouse, Saunders
CARRIED

Res. A20-033

Moved by Mayor Louis Belland that Bylaw 283-2020 be given Second Reading.

In favour Belland, Stonehouse, Saunders
CARRIED

Res. A20-034

Moved by Mayor Louis Belland that Bylaw 283-2020 be consider for Third Reading.

In favour Belland, Stonehouse, Saunders
CARRIED

Res. A20-035

Moved by Mayor Louis Belland that Bylaw 283-2020 be given Third and Final Reading.

In favour Belland, Stonehouse, Saunders
CARRIED

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c) Bylaw 284-2020 – Tax Rate Bylaw - 2020.

Res. A20-036

Moved by Mayor Louis Belland that the Summer Village of Ross Haven Bylaw 284-2020, being the Tax Rate Bylaw for 2020, be given First Reading.

In favour Belland, Stonehouse, Saunders
CARRIED

Res. A20-037

Moved by Mayor Louis Belland that Bylaw 284-2020 be given Second Reading.

In favour Belland, Stonehouse, Saunders
CARRIED

Res. A20-038

Moved by Mayor Louis Belland that Bylaw 284-2020 be consider for Third Reading.

In favour Belland, Stonehouse, Saunders
CARRIED

Res. A20-039

Moved by Mayor Louis Belland that Bylaw 284-2020 be given Third and Final Reading.

In favour Belland, Stonehouse, Saunders
CARRIED

d) Apportionment of FCSS Funds to Ross Haven Community League.

Res. A20-040

Moved by Mayor Louis Belland that the Summer Village's 2020 Family & Community Support Services Grant be distributed as follows: \$6141.00 to the Ross Haven Community League.

In favour Belland, Stonehouse, Saunders
CARRIED

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Res. A20-041

e) 2019 Audited Financial Statements.

Moved by Councillor Bill Saunders that Council approve the 2019 Audited Financial Statements, as prepared by Auditor Laura Marcato, Seniuk & Co., subject to the Councillor Remuneration for B. Saunders, Page 17, be corrected to reflect an amount of \$300.00.

In favour Belland, Stonehouse, Saunders
CARRIED

f) Dock Permits

Moved by Mayor Louis Belland that the Summer Village of Ross Haven provide a letter of no objection to place a dock or pier adjacent to Plan 4100 MC, Block 11, Lot R3 to the following properties, providing all Provincial and Federal guidelines are followed and approvals are in place:

Plan 152 5519, Block 11, Lot 11A
Plan 4100 MC, Block 11, Lot 13
Plan 4100 MC, Block 11, Lot 14
Plan 4100 MC, Block 11, Lot 15
Plan 4100 MC, Block 11, Lot 16
Plan 4100 MC, Block 11, Lot 17
Plan 4100 MC, Block 11, Lot 18
Plan 4100 MC, Block 11, Lot 19
Plan 4100 MC, Block 11, Lot 20
Plan 4100 MC, Block 11, Lot 21
Plan 4100 MC, Block 11, Lot 59

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Plan 4100 MC, Block 11, Lot 60
Plan 4100 MC, Block 11, Lot 61
Plan 4100 MC, Block 11, Lot 62
Plan 4100 MC, Block 11, Lot 63
Plan 4100 MC, Block 11, Lot 91
Plan 4100 MC, Block 11, Lot 92
Plan 4100 MC, Block 11, Lot 93
Plan 4100 MC, Block A

Further, the Summer Village of Ross Haven
will make application for approval to place a
dock or pier adjacent to the following lands:

Plan 4883 KS;; P1
Plan 4883 KS;; P2
Plan 4883 KS;; P3
Plan 4883 KS;; P4
Plan 4883 KS;; P5
Plan 4883 KS;; P6
Plan 4883 KS;; P7
Plan 4100 MC, Block 11, R1
Plan 4100 MC, Block 11, R2

and Administration shall prepare both a use
agreement, and a "Hold Harmless" document,
for signature by those wishing to place their
dock or piers adjacent to the above
referenced, Municipally held, lands.

In favour Belland, Stonehouse, Saunders
CARRIED

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FINANCIAL REPORTS

Res. A20-042

Moved by Mayor Louis Belland that the March 2020 Financial reports be received for information as presented.

In favour Belland, Stonehouse, Saunders
CARRIED

**CORRESPONDENCE -
INFORMATION**

Res. A20-043

Moved by Mayor Louis Belland that the following information and correspondence be accepted:

- a) Kaycee Mandu – Minister of Municipal Affairs – Revisions to Extended Timeframes.

In favour Belland, Stonehouse, Saunders
CARRIED

COUNCIL REPORTS

- a) Mayor Louis Belland
- b) Deputy Mayor Bruce Stonehouse
- c) Councillor Bill Saunders

Res. A20-044

Moved by Councillor Bill Saunders that the Council Reports be received as information.

CARRIED

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**ADMINISTRATOR'S
REPORT**

Administration provided a verbal report.

Res. A20-045

Moved by Deputy Mayor Bruce Stonehouse that the Administrator's Report be received as information.

CARRIED

**CONFIDENTIAL
ITEMS**

Res. A20-046

Moved by Mayor Louis Belland that, pursuant to Section 197(2) of the *Municipal Government Act*, Council move In-Camera at 9:27 AM to discuss the following item:

1. "Legal Matter" – FOIPP Act, Section 27

In favour Belland, Stonehouse, Saunders

CARRIED

The following individuals were present at the Closed Meeting: Louis Belland, Bruce Stonehouse, Bill Saunders, and Tony Sonnleitner.

Res. A20-047

Moved by Mayor Louis Belland that Council return to the public meeting at 9:58 AM

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In favour Belland, Stonehouse, Saunders

CARRIED

**NEXT REGULAR
MEETING DATE**

May 9, 2020 at 9:00 AM at the Maintenance Shop
in Ross Haven.

ADJOURNMENT

Having no further business to attend to for this
meeting, Mayor Louis Belland adjourned the
meeting at 10:04 AM.

**These minutes approved this 9th day of May,
AD 2020**

Mayor Louis Belland

Chief Administrative Officer

Summer Village of Ross Haven

BALANCE SHEET

As of April 30, 2020

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1-1210 Operating Bank Account	27,285.89
1-1215 Savings Bank Account	220,867.64
Undeposited Funds	263.23
Total Cash and Cash Equivalent	\$248,416.76
Accounts Receivable (A/R)	
1-2110 Accounts Receivable - Property taxes	-4,121.04
Total Accounts Receivable (A/R)	\$ -4,121.04
1-1226 GIC Investments	0.00
1238 GIC 12 Renewal Aug 2, 2019	0.00
1239 GIC 0034 renewal Dec 10, 2019	0.00
1240 GIC 0035 Renewal Dec 10, 2019	3.00
1241 GIC 0036 Renewal date - July 29, 2020	101,840.97
1242 GIC 0037, Renewal Date June 7, 2020	940,040.00
Total 1-1226 GIC Investments	1,041,883.97
1-2000 Accounts Receivable Set up by Accountant	0.00
1-2020 GIC Accrued Interest	2,056.95
1-2111 Arrears Property Taxes	0.00
1-2150 Grants Receivable	69,792.00
Assets	0.00
Year End Accounts Receivable	2,089.73
Total Current Assets	\$1,360,118.37
Non-current Assets	
Property, plant and equipment	
1-6010 Land	2,094,041.00
1-6020 Land Improvements - 15 years	76,302.00
1-6021 Accu. Dep. - Land Improvement 15 years	-46,430.40
1-6025 Land Improvements - 20 years	28,433.00
1-6026 Accu. Dep. - Land Improvement 20 years	-17,772.95
1-6030 Buildings	423,452.00
1-6031 Accu. Dep. - Buildings	-175,569.24
1-6040 Engineered Paved Roads	493,683.40
1-6041 Accu. Dep. - Engineered Paved Roads	-416,377.61
1-6050 Engineered Gravel Roads	810,750.00
1-6051 Accu. Dep. - Engineered Gravel Roads	-810,750.00
1-6060 Machinery & Equipment	129,372.23
1-6061 Accu. Dep. - Machinery & Equipment	-83,516.27
1-6070 Vehicles	60,081.88
1-6071 Accu. Dep. - Vehicles	-6,795.99
1-6080 Water Drainage System	377,256.90
1-6081 Accu. Dep. - Water Drainage System	-24,660.23
1-6100 Accum. Dep. - Engineer Roads	-88.97
6090 Water Drainage System - WIP	15,100.00
6091 Engineered Structure Roads	5,338.00
Total Property, plant and equipment	\$2,931,848.75

Summer Village of Ross Haven

BALANCE SHEET

As of April 30, 2020

	TOTAL
Total Non Current Assets	\$2,931,848.75
Total Assets	\$4,291,967.12
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	0.00
Total Accounts Payable (A/P)	\$0.00
Credit Card	
2-2100 RBC Visa Previous CAO	0.00
2-2125 RBC VISA Tony	50.30
2-2150 RBC VISA Noel	-279.17
Total Credit Card	\$ -228.87
1-2050 GST/HST Receivable	-2,694.58
2-2750 Accrued payables	6,830.83
2-2850 Prepaid Property Taxes	0.00
2-2855 Prepaid Taxes In/Out	0.00
3-8545 Deferred BMTG Grants	25,674.00
3-8550 Deferred FGTF Grants	157,886.00
3-8570 Deferred MSI Capital Grants	542,887.00
3-8580 Deferred FCSS/Other Grants	0.00
3-8585 Deferred ACP Grants	3,429.89
GST/HST Suspense	0.00
Total Current Liabilities	\$733,784.27
Non-current Liabilities	
2-2800 Long Term Debt - Truck Loan	0.00
Total Non-current Liabilities	\$0.00
Total Liabilities	\$733,784.27
Equity	
3-8000 Accumulated Surplus	157,191.89
3-8001 Operating reserve fund change	-221,124.00
3-8100 Equity in TCA	2,904,212.04
3-8140 Equity in TCA - additions	95,517.26
3-8200 Current Amortization Expense	-49,547.08
3-8300 Equity in TCA - Disposal	-18,333.45
3-8500 Restricted Reserve	105,000.00
3-8540 Reserve - Lagoon/Wastewater	317,127.00
3-8541 Reserve fund Lagoon/Wastewater	0.00
Retained Earnings	394,425.84
Profit for the year	-126,286.65
Total Equity	\$3,558,182.85
Total Liabilities and Equity	\$4,291,967.12

Summer Village of Ross Haven

PROFIT AND LOSS BY MONTH

April 2020

	APR 2020	TOTAL
INCOME		
4-9300 Grants - FCSS	512.00	\$512.00
4-9400 Interest Income	98.55	\$98.55
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	50.00	\$50.00
Total Income	\$660.55	\$660.55
GROSS PROFIT	\$660.55	\$660.55
EXPENSES		
6-1151 Council Remuneration	400.00	\$400.00
6-1211 Council Mileage & Subsistence	21.24	\$21.24
6-2159 Administrator Fee	3,500.00	\$3,500.00
6-2230 Professional Fees	3,500.00	\$3,500.00
6-2512 Cellphone & Communications	130.88	\$130.88
6-3540 Utilities	1,833.48	\$1,833.48
6-4512 Public works - Supplies	459.25	\$459.25
6-4516 Parkways/Drainage	11,300.00	\$11,300.00
6-5510 Garbage Disposal	163.88	\$163.88
6-6200 Municipal Assessment Service	1,850.00	\$1,850.00
6-6201 Development/Safety Codes expense	550.00	\$550.00
6-7370 MSP & Physician Recruitment	5,805.59	\$5,805.59
Expenses	10.63	\$10.63
wages	5,882.52	\$5,882.52
Total Expenses	\$35,407.47	\$35,407.47
PROFIT	\$ -34,746.92	\$ -34,746.92

Summer Village of Ross Haven

PROFIT AND LOSS BY MONTH

January - April, 2020

	JAN 2020	FEB 2020	MAR 2020	APR 2020	TOTAL
INCOME					
4-9200 ASFF			-37,884.62		\$ -37,884.62
4-9300 Grants - FCSS	1,536.00			512.00	\$2,048.00
4-9400 Interest Income	242.84	219.61	205.61	98.55	\$766.61
4-9500 Development/Safety Codes	296.67		200.00		\$496.67
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	95.00	200.00	220.00	50.00	\$565.00
Total Income	\$2,170.51	\$419.61	\$ - 37,259.01	\$660.55	\$ -34,008.34
GROSS PROFIT	\$2,170.51	\$419.61	\$ - 37,259.01	\$660.55	\$ -34,008.34
EXPENSES					
6-1151 Council Remuneration	500.00		2,100.00	400.00	\$3,000.00
6-1211 Council Mileage & Subsistence	121.20		436.44	21.24	\$578.88
6-2159 Administrator Fee	3,500.00	3,500.00	3,500.00	3,500.00	\$14,000.00
6-2224 Municipal Memberships	969.32	2,025.66	1,090.62		\$4,085.60
6-2230 Professional Fees	175.00	100.00	48.00	3,500.00	\$3,823.00
6-2274 Insurance		5,215.47			\$5,215.47
6-2511 Bank Charges	14.89	9.18	5.75		\$29.82
6-2512 Cellphone & Communications	130.88	130.88	130.88	130.88	\$523.52
6-3540 Utilities	1,997.41	1,899.44	1,725.84	1,833.48	\$7,456.17
6-4512 Public works - Supplies	477.28	637.03	633.17	459.25	\$2,206.73
6-4516 Parkways/Drainage			1,800.00	11,300.00	\$13,100.00
6-4521 Trees & Park Improvements		980.18			\$980.18
6-5510 Garbage Disposal	566.42	147.79	128.81	163.88	\$1,006.90
6-6200 Municipal Assessment Service	1,850.00			1,850.00	\$3,700.00
6-6201 Development/Safety Codes expense	355.00	855.00	355.00	550.00	\$2,115.00
6-7370 MSP & Physician Recruitment				5,805.59	\$5,805.59
6-7396 Yellowhead Regional Library	351.20				\$351.20
Expenses			6.60	10.63	\$17.23
wages	6,149.90	5,347.72	6,224.14	5,882.52	\$23,604.28
wCB Expense		678.74			\$678.74
Total Expenses	\$17,158.50	\$21,527.09	\$18,185.25	\$35,407.47	\$92,278.31
PROFIT	\$ - 14,987.99	\$ - 21,107.48	\$ - 55,444.26	\$ - 34,746.92	\$ - 126,286.65

VENDOR	VENDOR ID	DATE ISSUED
SUMMER VILLAGE OF ROSS HAVEN	0000064363	03-Apr-2020
DEPOSITED AT BANK: 000305259	DEPOSIT NO	DATE
BRANCH: 05259 ACCOUNT: 1016385	0068642070	07-Apr-2020
		AMOUNT
		\$512.00
		TOTAL
		\$512.00
<p>PAYMTED E D 00001 SUMMER VILLAGE OF ROSS HAVEN SITE 19 BOX 70 RR 1 GUNN AB CAN T0E 1A0</p>		

DEPOSIT NO: 0068642070		DEPOSIT DATE: 07-Apr-2020		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
ET006892	FCSS April Payment	095261290FCSS040120	\$512.00	
	Total Payment From COMM & SOC SERV HEAD QUARTERS			\$512.00
	For Inquiries Call 825/468-4314			
DEPOSIT TOTAL				\$512.00



PAYMTED 1 HRI--1-1-31-- 000001

TO: The Council of the Summer Village of Ross Haven
C/O: Tony Sonnleitner CAO
Re: Former Golf Course Lands

Dear Sirs,

I am writing you as the owner of the former golf course lands being 44.72 acres within the municipal boundaries of the Summer Village. The lands are posted in accordance with Alberta trespass laws. Despite such posting some of the residents, on a large scale are trespassing.

Those trespassing include:

- Persons walking dogs, both on and off leash
- Persons operating motorized vehicles including ATVs, golf carts and snow mobiles.
- Persons starting fires, drinking at "bush parties"
- Persons vandalizing property stored on the lands
- Persons damaging or taking down "No Trespassing" signs

There has been a recent incident. On May 2nd individuals started a fire, smashed liquor bottles and left a numerous beer cans and other garbage. Most concerning was that the fire was still smoldering the next morning. This occurred at the most dangerous time for Alberta fires i.e. the anniversaries of the Fort McMurray and High Level fires.

Clearly we must take steps to curtail the illegal activities. The vigorous enforcement of trespassing laws will no doubt generate considerable resentment and ill-will among the village residents particularly the dog walkers who feel they are engaging in a natural and harmless activity.

The Alberta Petty Trespass Act has severe penalties and gives strong powers to the owner of the lands being trespassed upon. I am sure these provisions will come as a surprise to many. For instance:

- fines up to \$10,000 for a first offence
- fines up to \$25,000 for a second offence on the same lands
- Fines up to \$2,000 for interfering with or damaging posted signs
- an owner or someone authorized by him can arrest a trespasser

Before undertaking strict enforcement measures I want to explore alternatives that could be of benefit to the Village and the owners of the lands. As stated previously the most innocuous of the persons trespassing are the dog walkers. When confronted they usually say that they thought the no trespassing signage does not apply to them (although there is clearly no such exception) and everyone is doing it. Which gives rise to the question, could the lands be used as a dog park, run by the Village?

Some points that have occurred to me and that you may find have merit:

- The lands do seem to lend themselves to being used as a dog park. They are treed with large open grassed spaces on the former fairways.

-the fairways are largely bounded by trees which provide ready –made dividers for areas (on and off leash and big and small dogs).

-if the 42 acres more or less remaining, after allowing for the 2 acre the community gardens, are used as a dog park it would be one of the largest and best such areas in the province. Certainly it would set Ross Haven above other summer villages and would have a positive effect on property values. Dog owners are a huge demographic and they are passionate about their pets welfare.

-In these COVID times the City of Edmonton has opened its dog parks in its first phase of re-opening. It is relatively easy to practice social distancing in a dog park and is a great outlet for persons (and dogs) tired of being confined.

-As is noted in the latest council newsletter the on leash by-law in the parkways is being largely ignored and dogs at large present a danger to children and small dogs as well as an annoyance to neighbors. If there was a very large dog park available the on leash requirement could much more easily be strictly enforced.

-it is worthy of note that “park” is a permitted use for the lands in Land Use By-law.

In short I think there’s compelling rationale to engage in further discussions with a view to reaching a written agreement to lease or licence the lands to the village on a short term, trial basis, one year for example.

There are, of course details to work out which would have to be reduced to writing to the satisfaction of both parties before any final agreement arises. I would expect that there would be consideration flowing from the village.

I believe \$10,000 per year would be reasonable which is less than 1% of the value of the lands. Are you interested in discussing further? I look forward to your reply.

Yours Truly



Tom Hendrickson
780-982-1836

Councillor report for Bruce, April 2020

April 9 – Meeting, at Village shop, CAO, Mayor, DM, Village Foreman, and T Thompson, Bolson Engineering concerning the Ditch and Culvert project slated for completion in 2020. Discussions concerning the project, implementation, scope and tendering. Bolson will have the finalized scope ready for Councils review prior to tendering with the Alberta Tender Repository. Inclusions for tender will be the Gunn Force main project, and that this tender may be prior to, during, or after. Also, for consideration for bidding may be for this, or both projects.

April 18 – Village Meeting

Since the last council meeting I had attended the meeting with the project engineers with Louis and yourself on Friday, April 24. In that discussion we identified an avenue to allow both the Forced Main (Sewer) and Ditches and Culverts projects to move forward together and not interfere with each other. And by working together we can arrange for funding from our MSI Capital to help cover the costs of the restoration of the lands after both projects have been completed. Both project engineers look forward to working together to move these projects forward.

Sincerely,

Bill Saunders