

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE  
SUMMER VILLAGE OF ROSS HAVEN TO BE HELD SEPTEMBER 12, 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 2-7** a) Minutes of the Organizational Meeting – August 8, 2020

**P 8-11** b) Minutes of the Regular Meeting – August 8, 2020

- 4) Public Hearings: none scheduled

- 5) Delegations:

a) None

- 6) New Business:

a) None

- 7) Financial Reports:

**P 12-15** a) Financial Statements

- 8) Correspondence:

**P 16** a) FCSS – September Payment - \$511.00

- 9) Councillor Reports:

a) Mayor Louis Belland:

**P 17-18** b) Deputy Mayor Bruce Stonehouse

c) Councillor Bill Saunders

- 10) Administrators Report

**P 19-20** a) CAO Report **DO 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: October 10, 2020.

MINUTES OF ORGANIZATIONAL MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF ROSS HAVEN  
IN THE PROVINCE OF ALBERTA, HELD ON AUGUST 8, 2020,  
AT THE MAINTENANCE SHOP, ROSS HAVEN, ALBERTA,  
COMMENCING AT 9:00 A.M.

**IN ATTENDANCE**

Councillors: Louis Belland, Bill Saunders, Bruce Stonehouse  
Administration: CAO, Tony Sonnleitner  
Public at Large: 0

**CALL TO ORDER**

CAO, Tony Sonnleitner called the meeting to order at 9:04 a.m.

**NOMINIATIONS**

Res A 20-081

Tony Sonnleitner call for nominations for Mayor.  
Councillor Bruce Stonehouse nominated Louis Belland.  
Tony Sonnleitner called for nominations a second time.  
Tony Sonnleitner called for nominations a third time.  
Moved by Councillor Bruce Stonehouse that nominations cease.

CARRIED

Louis Belland was declared Mayor.  
Mayor Louis Belland assumed the Chair  
Mayor Louis Belland called for nominations for Deputy Mayor.  
Councillor Bill Saunders nominated Bruce Stonehouse.  
Mayor Louis Belland called for nominations for Deputy Mayor a second time.  
Mayor Louis Belland called for nominations for Deputy Mayor a third time.

Res A 20-082

Moved by Mayor Louis Belland that nominations cease.

CARRIED

Bruce Stonehouse was declared Deputy Mayor.

CARRIED

MINUTES OF ORGANIZATIONAL MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF ROSS HAVEN  
IN THE PROVINCE OF ALBERTA, HELD ON AUGUST 8, 2020,  
AT THE MAINTENANCE SHOP, ROSS HAVEN, ALBERTA,  
COMMENCING AT 9:00 A.M.

**APPOINTMENT OF COMMITTEE APPOINTEES**

North 43 Lagoon Commission – Louis Belland  
WILD Regional Water Commission – Louis Belland  
Emergency Management Agency – Louis Belland  
Development Appeal Board – Louis Belland  
Risk management Committee – Louis Belland  
FCSS – all members of council

Res A20-083                      Moved by Mayor Louis Belland that the appointment  
of committee appointees be as noted above.  
CARRIED

**APPOINTMENT OF MUNICIPAL AUDITOR**

Res A20-084                      Moved by Mayor Louis Belland that Seniuk and  
Company be appointed as municipal auditors  
CARRIED

**APPOINTMENT OF MUNICIPAL LEGAL COUNCIL**

Res A20-085                      Moved by Mayor Louis Belland that Reynolds Mirth  
Richards & Farmer be appointed as Municipal Legal  
Counsel  
CARRIED

**APPOINTMENT OF DEVELOPMENT OFFICER AND DESIGNATED OFFICER  
OF THE MUNICIPALITY**

Res A20-086                      Moved by Mayor Louis Belland that Tony Sonnleitner  
be appointed as Development Officer and Designated  
Officer of the Municipality  
  
CARRIED

**APPOINTMENT OF CHIEF ADMINISTRATIVE OFFICER AND  
DESIGNATED OFFICER OF THE MUNICIPALITY**

Res A20-087                      Moved by Mayor Louis Belland that Tony Sonnleitner  
be appointed as Chief Administrative Officer and  
Designated Officer of the Municipality.  
  
CARRIED

MINUTES OF ORGANIZATIONAL MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF ROSS HAVEN  
IN THE PROVINCE OF ALBERTA, HELD ON AUGUST 8, 2020,  
AT THE MAINTENANCE SHOP, ROSS HAVEN, ALBERTA,  
COMMENCING AT 9:00 A.M.

**APPOINTMENT OF CLERK OF THE SUBDIVISION AND DEVELOPMENT  
APPEAL BOARD AND DESIGNATED OFFICER OF  
THE MUNICIPALITY**

Res A20-088

Moved by Mayor Louis Belland that the designates  
from Lac Ste. Anne County being:  
Stacey Wagner  
Jane Holman  
Cindy Suter, and  
Trinity Hindes,  
per SDAB Contract be appointed as Clerks of the  
Subdivision and Development Appeal Board and  
Designated Officers of the Municipality

CARRIED

**APPOINTMENT OF WEED INSPECTOR AND DESIGNATED OFFICER OF  
THE MUNICIPALITY**

Res A20-089

Moved by Mayor Louis Belland that Jackie Gamblim be  
appointed as Weed Inspector and Designated Officer  
of the Municipality

CARRIED

**APPOINTMENT OF SUBDIVISION AUTHORITY**

Res A20-090

Moved by Mayor Louis Belland that All of Council act  
as the Subdivision Authority for the Municipality.

CARRIED

**APPOINTMENT OF MUNICIPAL ASSESSOR**

Res A20-091

Moved by Mayor Louis Belland that Dan Kanuka –  
Municipal Assessment Services Group be appointed as  
Municipal Assessor.

CARRIED

**APPOINTMENT OF ASSESSMENT REVIEW BOARD AND DESIGNATED  
OFFICER OF THE MUNICIPALITY**

Res A20-092

Moved by Mayor Louis Belland that the designates  
from Capital Region Assessment Services Commission  
shall act as the Assessment Review Board for the  
Municipality, as per agreement.

CARRIED

MINUTES OF ORGANIZATIONAL MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF ROSS HAVEN  
IN THE PROVINCE OF ALBERTA, HELD ON AUGUST 8, 2020,  
AT THE MAINTENANCE SHOP, ROSS HAVEN, ALBERTA,  
COMMENCING AT 9:00 A.M.

**APPOINTMENT OF FOIPP COORDINATOR**

Res A20-093                      Moved by Mayor Louis Belland that the FOIPP Coordinator be confirmed as the Chief Administrative Officer of the Municipality.

CARRIED

**APPOINTMENT OF DATE AND TIME FOR COUNCIL MEETINGS**

Res A20-094                      Moved by Mayor Louis Belland that regular meetings of Council be held on the second Saturday of each month at the Municipal Maintenance Shop, 700 Parkins Avenue, commencing at 9:00 a.m., that teleconferencing be deemed an acceptable way of holding a meeting, and that any changes to the date of meetings be posted on the Summer Village website.

CARRIED

**APPOINTMENT OF MUNICIPAL ADDRESS**

Res A20-095                      Moved by Mayor Louis Belland that the formal contact address for the Municipality shall be:  
Summer Village of Ross Haven, Box 70, Site 19, RR 1  
Gunn, Alberta T0E 1A0

CARRIED

**CONFIRMATION OF FINANCIAL INFORMATION**

Res A20-096                      Moved by Mayor Louis Belland that the following financial information be confirmed:

- a) Signing Authority to be all of the Council and the Chief Administrative Officer.
  - Two signatures are required.
  - One signature to be any member of Council.
  - One signature to be the Chief Administrative Officer.

- b) Banking Authority – Royal Bank of Canada

CARRIED

MINUTES OF ORGANIZATIONAL MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF ROSS HAVEN  
IN THE PROVINCE OF ALBERTA, HELD ON AUGUST 8, 2020,  
AT THE MAINTENANCE SHOP, ROSS HAVEN, ALBERTA,  
COMMENCING AT 9:00 A.M.

**ADJOURNMENT**

Having no further business to attend to for this meeting, Mayor Louis Belland adjourned the meeting at 9:18 AM.

**These minutes approved this 12<sup>th</sup> day of  
September , AD 2020**

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Mayor Louis Belland

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Chief Administrative Officer

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF ROSS HAVEN  
IN THE PROVINCE OF ALBERTA, HELD ON AUGUST 8, 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, 0 Residents via  
teleconference.

**CALL TO ORDER**

The meeting was called to order at 9:18 a.m. by Mayor Louis Belland.

**ACCEPTANCE OF  
AGENDA**

Res. A20-097

Moved by Mayor Louis Belland that the Agenda be  
accepted as presented.

CARRIED

**APPROVAL OF  
MINUTES**

Res. A20-098

Moved by Mayor Louis Belland that the Minutes of the  
regular Meeting of July 11, 2020 be approved.

CARRIED

Res. A20-099

Moved by Mayor Louis Belland that the Minutes of the  
Special Meeting of July 16, 2020 be approved.

CARRIED

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF ROSS HAVEN  
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**PUBLIC HEARINGS**

None scheduled for this meeting.

**DELEGATIONS**

None scheduled for this meeting.

**NEW BUSINESS**

None

**FINANCIAL REPORTS**

Res. A20-100

Moved by Councillor Bill Saunders that the July 2020 Financial reports be received for information as presented.

In favour Belland, Stonehouse, Saunders  
CARRIED

**CORRESPONDENCE -  
INFORMATION**

a) Joseph Poulin – Request for letter of support for Lac Ste. Anne Foundation initiative.

Res. A20-101

Moved by Mayor Louis Belland that Mr. Poulin be contacted, expressing support, and providing him with the Ross Haven logo to be utilized in his correspondence.

In favour Belland, Stonehouse, Saunders  
CARRIED



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b) FCSS – August Payment - \$511.00.

c) Cold Lake - letter re: gun control

Res. A20-102

Moved by Mayor Louis Belland that the correspondence from FCSS and Cold Lake be accepted as information.

In favour Belland, Stonehouse, Saunders  
CARRIED

d) Dwayne Eliuk – Access to property – e-mail.

Res. A20-103

Moved by Deputy Mayor Bruce Stonehouse that the Development Officer respond to Mr. Eliuk, thanking him for his correspondence and relaying applicable policies and bylaws that pertain to the situation.

In favour Belland, Stonehouse, Saunders  
CARRIED

**COUNCIL REPORTS**

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

Res. A20-104

Moved by Deputy Mayor Bruce Stonehouse that the Council Reports be received as information.

CARRIED

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**ADMINISTRATOR'S  
REPORT**

Administration provided a verbal report.

Res. A20-105

Moved by Mayor Louis Belland that the Administrator's Report be received as information.

CARRIED

**CONFIDENTIAL  
ITEMS**

Res. A20-106

Moved by Mayor Louis Belland that, pursuant to Section 197(2) of the *Municipal Government Act*, Council move In-Camera at 10:43 AM to discuss the following item:

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

In favour Belland, Stonehouse, Saunders

CARRIED

Res. A20-107

Moved by Deputy Mayor Bruce Stonehouse that Council return to the public meeting at 11:24 AM

In favour Belland, Stonehouse, Saunders

CARRIED

Res. A20-108

Moved by Deputy Mayor Bruce Stonehouse that the invoice from Reynolds Mirth Richards & Farmer, in the amount of \$783.83, (Period ended July 27, 2020) be paid by the Summer Village of Ross Haven, and taken from reserves.

In favour Belland, Stonehouse, Saunders

CARRIED

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF ROSS HAVEN  
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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.**

**NEXT REGULAR  
MEETING DATE**

September 12, 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 11:49 AM.

**These minutes approved this 12<sup>th</sup> day of  
September, AD 2020**

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Mayor Louis Belland

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Chief Administrative Officer

# Summer Village of Ross Haven

## BALANCE SHEET

As of August 31, 2020

	TOTAL
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalent	
1-1210 Operating Bank Account	117,631.60
1-1215 Savings Bank Account	1,263,339.42
In/out	-0.30
Undeposited Funds	979.78
<b>Total Cash and Cash Equivalent</b>	<b>\$1,381,950.50</b>
Accounts Receivable (A/R)	
1-2110 Accounts Receivable - Property taxes	-6,416.59
<b>Total Accounts Receivable (A/R)</b>	<b>\$ -6,416.59</b>
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
<b>Total 1-1226 GIC Investments</b>	<b>1,041,883.97</b>
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
<b>Total Current Assets</b>	<b>\$2,491,356.56</b>

# Summer Village of Ross Haven

## BALANCE SHEET

As of August 31, 2020

	TOTAL
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
<b>Total Property, plant and equipment</b>	<b>\$2,931,848.75</b>
<b>Total Non Current Assets</b>	<b>\$2,931,848.75</b>
<b>Total Assets</b>	<b>\$5,423,205.31</b>

# Summer Village of Ross Haven

## BALANCE SHEET

As of August 31, 2020

	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	0.00
<b>Total Accounts Payable (A/P)</b>	<b>\$0.00</b>
Credit Card	
2-2100 RBC Visa Previous CAO	0.00
2-2125 RBC VISA Tony	235.18
2-2150 RBC VISA Noel	0.00
<b>Total Credit Card</b>	<b>\$235.18</b>
1-2050 GST/HST Receivable	-15,362.68
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
<b>Total Current Liabilities</b>	<b>\$721,580.22</b>
Non-current Liabilities	
2-2800 Long Term Debt - Truck Loan	0.00
<b>Total Non-current Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$721,580.22</b>
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	1,017,155.59
<b>Total Equity</b>	<b>\$4,701,625.09</b>
<b>Total Liabilities and Equity</b>	<b>\$5,423,205.31</b>

# Summer Village of Ross Haven

## PROFIT AND LOSS BY MONTH

January - August, 2020

	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020
<b>INCOME</b>					
4-9000 Property Taxes					256,630.00
4-9055 Lagoon/Sewer Fund Tax					28,600.00
4-9100 School Taxes					152,000.00
4-9200 ASFF			-37,884.62		
4-9250 Lac Ste Anne Foundation					12,100.00
4-9260 LSA Foundation Requisition					-12,100.00
4-9300 Grants - FCSS	1,536.00			512.00	512.00
4-9302 Grants - MSI Operating					
4-9400 Interest Income	242.84	219.61	205.61	98.55	1,000.00
4-9500 Development/Safety Codes	296.67		200.00		
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	95.00	200.00	220.00	50.00	400.00
4-9700 Fines & Penalties					800.00
4-9800 Developement Permits					
Other Income					
Sales of Product Income					
<b>Total Income</b>	<b>\$2,170.51</b>	<b>\$419.61</b>	<b>\$ -37,259.01</b>	<b>\$660.55</b>	<b>\$439,100.00</b>
<b>GROSS PROFIT</b>	<b>\$2,170.51</b>	<b>\$419.61</b>	<b>\$ -37,259.01</b>	<b>\$660.55</b>	<b>\$439,100.00</b>
<b>EXPENSES</b>					
6-1151 Council Remuneration	500.00		2,100.00	400.00	2,100.00
6-1211 Council Mileage & Subsistence	121.20		436.44	21.24	1,000.00
6-2159 Administrator Fee	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
6-2224 Municipal Memberships	969.32	2,025.66	1,090.62		
6-2230 Professional Fees	175.00	100.00	300.00	3,575.00	4,300.00
6-2274 Insurance		5,215.47			
6-2510 Office & Misc Expense			499.13	453.51	4,000.00
6-2511 Bank Charges	14.89	9.18	5.75		1,000.00
6-2512 Cellphone & Communications	130.88	130.88	130.88	130.88	
6-3520 Equipment - R&M			152.95	21.42	300.00
6-3540 Utilities	1,997.41	1,899.44	1,725.84	1,833.48	1,700.00
6-4511 FCSS & Recreation Programs					900.00
6-4512 Public works - Supplies	477.28	637.03	633.17	459.25	300.00
6-4516 Parkways/Drainage			1,800.00	11,300.00	
6-4521 Trees & Park Improvements		980.18			
6-5510 Garbage Disposal	566.42	147.79	128.81	163.88	300.00
6-6200 Municipal Assessment Service	1,850.00			1,850.00	
6-6201 Development/Safety Codes expense	355.00	855.00	355.00	550.00	400.00
6-7370 MSP & Physician Recruitment				5,805.59	5,800.00
6-7395 Wild Water Commission					
6-7396 Yellowhead Regional Library	351.20				
Expenses			6.60	10.63	
wages	6,149.90	5,347.72	6,224.14	5,882.52	5,600.00
wCB Expense		678.74			
<b>Total Expenses</b>	<b>\$17,158.50</b>	<b>\$21,527.09</b>	<b>\$19,089.33</b>	<b>\$35,957.40</b>	<b>\$26,100.00</b>
<b>PROFIT</b>	<b>\$ -14,987.99</b>	<b>\$ -21,107.48</b>	<b>\$ -56,348.34</b>	<b>\$ -35,296.85</b>	<b>\$412,900.00</b>

VENDOR		VENDOR ID	DATE ISSUED	
SUMMER VILLAGE OF ROSS HAVEN		0000064363	01-Sep-2020	
DEPOSITED AT BANK: 000305259		DEPOSIT NO	DATE	AMOUNT
BRANCH: 05259	ACCOUNT: 1016385	0068805510	03-Sep-2020	\$511.00
TOTAL				\$511.00
<p>PAYMENTED 00001 SUMMER VILLAGE OF ROSS HAVEN SITE 19 BOX 70 RR 1 GUNN AB CAN T0E 1A0</p>				

DEPOSIT NO: 0068805510		DEPOSIT DATE: 03-Sep-2020		
VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB-TOTAL
ET008795	FCSS SEPTEMBER PAYMENT	095261290FCSS090120	\$511.00	
	Total Payment From COMM & SOC SERV HEAD QUARTERS			\$511.00
	For Inquiries Call 825/468-4314			
DEPOSIT TOTAL				\$511.00



PAYMENTED 1 HRI-1.1.3 000001



Councillor Report for Bruce, Month of July.

1- July 11 Village Meeting

Discussions surrounding armouring of each municipal reserve lake front. Would need approximately 680' of riprap to protect the shorelines from further damage. CAO has spoken with AG if funding available. CAO directed to apply for funding, and AEP permit.

Discussion on dogs, off leash, and feces. CAO to look into cost of bag dispensers and collection receptacles on the pathways.

Residents reminded that they are responsible to keep their dogs on leash, and to pick up after them.

Contractor and Engineer for the Culvert and Ditch project meeting Monday July 13 with plan to start the project. Signage to be erected at Village entrance, also on the Village sign, and update on the Website.

2-July 16-Special Council Meeting re: Engineering Changes with Bolson Engineer

Discussion on cost of changes requested by landowners. Bolson Engineering will address each request with the landowner and the cost of the changes. Once payment has been received, the changes will be completed.

3-July 19-Special Council Meeting RE:2<sup>nd</sup> street Parkway damage.

CAO received quotes from KIWI Nurseries, and Classic Landscaping to repair the damage. We are waiting for an assessment by an arborist before proceeding.

4-July 23-Summer Village Emergency Management Agency Meeting in Onoway.

Attended with Mayor Belland. Discussions on the Emergency Agency, the selection of 2 locations to be the Emergency Operations Centers in case of a disaster. Talk surrounding risk management, mitigation, State of Local Emergency, and how/why they are declared. Planning for command post training hopefully will be allowed in later September, that we will be able to attend. We have started to supply our summer villages with Kits required for the DEM's of each village. Our Emergency kits are in the Shop, along with our emergency radios and our call out lists. Next Meeting is Aug 27/20

## Councillor Report for August 2020

1. Aug 8 Council Meeting Discussion on Fire Services within the County, and NWFS. Reviewing how services are delivered and on sharing of resources for enhanced services.  
Update on Forcemain Sewer project. Stantec Engineering awarded contract for the project. Currently preparing proposal for RFP. As more information is received, CAO will post on Village website.
2. Aug 10- Walk thru village with Bolson Engineering on status of culvert and ditching project
3. August 27- Summer Villages Emergency Management Agency meeting-review training requirements for the summer villages, upcoming basic emergency management, and incident command courses in October. Also, a table top exercise is scheduled for Sept 29 in Onoway. An agreement is in progress between the SVEMA and the Onoway Heritage center to become one of 2 Emergency Operation Centers. The second, Sunset Bible Camp, will be meeting in September. Hope fully they will also be part of the emergency plan. This would give us 2 centers that can be used in the event of a large-scale disaster, in terms of managing the event, assisting our residents, tracking our resources and co-ordinating services.
4. Discussions with property owners on 6<sup>th</sup> and 7<sup>th</sup> street re: the parkway and swales. Forwarded concerns to engineer for review and consideration

# **Summer Village of Ross Haven**

## **Report to Council**

**Meeting:** September 12, 2020 - Regular Council Meeting

**Originated By:** Tony Sonnleitner, Development Officer, Summer Village of Ross Haven.

### **Development Permits:**

**20DP01-27            Plan 4883 KS, Block 7, Lot 6 : 506 – 5<sup>th</sup> Street  
CONSTRUCTION OF A SINGLE DETACHED DWELLING, INSTALLATION OF A  
SEWAGE COLLECTION SYSTEM, UTILIZATION OF AN EXISTING WELL, AND  
CONVERSION OF THE EXISTING DWELLING INTO A GARAGE.**

**20DP02-27            Plan 4100 MC, Block 11, Lot 33 : 833 – 8<sup>th</sup> Street  
DEMOLITION OF A PORTION OF A DETACHED DWELLING AND  
CONSTRUCTION / RENOVATION OF AN ADDITION TO A SINGLE DETACHED  
DWELLING (17.2 SQ. M.).**

**20DP03-27            Plan 7093 KS;; Lot B : 500 Parkins Avenue  
CONSTRUCTION AND OPERATION OF A MARKET GARDEN.**

**20DP04-27            Plan 4883 KS, Block 7, Lot 4 : 504 – 5<sup>th</sup> Street  
CONSTRUCTION OF A RETAINING WALL.**

**20DP05-27            Plan 4100 MC, Block A : 800 Parkins Avenue  
FIREWORKS DISPLAY – CANADA DAY.**

**20DP06-27            Plan 4100 MC, Block 11, Lot 32 : 832 – 8<sup>th</sup> Street  
PLACEMENT OF A MODULAR HOME (102.2 SQ. M.), INSTALLATION OF A  
SEWAGE COLLECTION SYSTEM, AND UTILIZATION OF AN EXISTING WELL.**

**20DP07-27            Plan 4100 MC, Block 11, Lot 33 : 833 – 8<sup>th</sup> Street  
CONSTRUCTION OF AN ACCESSORY BUILDING (33.4 SQ. M.).**

**20DP08-27            Plan 4100 MC, Block 11, PT Lot 83 + Lot 84 : 1084 – 10<sup>th</sup>  
Street  
CONSTRUCTION OF A DETACHED GARAGE (66.9 SQ. M.).**

**20DP09-27            Plan 4100 MC, Block 11, Lot 31 : 831 – 8<sup>th</sup> Street  
CONSTRUCTION OF AN ACCESSORY BUILDING (FREESTANDING PATIO  
COVER – 22.3 SQ. M.).**

**20DP10-27                      Plan 4100 MC, Block 11, Lot 34 : 834 – 8<sup>th</sup> Street  
CONSTRUCTION OF AN ACCESSORY BUILDING (26.8 SQ. M.).**

**20DP11-27                      Plan 4883 KS, Block 9, Lot 2 : 702 – 7<sup>th</sup> Street  
DEMOLITION OF AN EXISTING ACCESSORY BUILDING & OUTHOUSE.**

**20DP12-27                      Plan 4883 KS, Block 9, Lot 3 : 703 – 7<sup>th</sup> Street  
DEMOLITION OF AN EXISTING DWELLING BUILDING & OUTHOUSE.**

**Letters of Compliance:**

**20DP02-37                      Plan 4100 MC, Block 11, Lot 76 : 976 – 9<sup>th</sup> Street**

Regards,

Tony Sonnleitner, Development Officer