

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN TO BE HELD NOVEMBER 12, 2020
AT THE MAINTENANCE SHOP, ROSS HAVEN ALBERTA
COMMENCING AT 7:00 P.M.

NOTE: DUE TO COVID-19 CONCERNS, GENERAL PUBLIC PARTICIPATION IN THE MEETING IS LIMITED TO
FOUR (4) AT THE VENUE, ELECTRONIC MEANS ARE AVAILABLE

1) Call to Order:

2) Acceptance of Agenda:

3) Adoption of the Previous Minutes:

P. 2-6 a) Minutes of the Regular Meeting – October 8, 2020

4) Public Hearings: None scheduled

5) Delegations: None

6) New Business:

a) Request to the Minister of Municipal Affairs, with respect to MGA, Sections 165 and 605, for a Ministerial Order in regards to the vacancy on Council that occurred on October 8, 2020, that the timeframe per Section 162(a) be modified to state 10 months.

P. 7-16 b) Bylaw 285-2020 – Plan Cancellation Bylaw

c) Initial discussion on 2021 Election

7) Old Business:

P. 17-49 a) Doyle Serink & Frank Arlia – Proposed amendment to Drainage Project adjacent to Plan 4100 MC, Block 11, Lots 30 & 31 – Council response.

P. 50-57 b) Leigh Makarewicz – Communication with CAO, and Council itself, as well as the processes of communication with ratepayers as a whole – Council response.

P. 58 c) 20STOP01-27 – Order to be rescinded from Plan 4883 KS, Block 7, Lot 5

8) Financial Reports:

P. 59-68 a) Financial Statements

9) Correspondence:

P. 69 a) Letter from Patricia Lynn Sproat – Re: Entrance widening for 415 4 Street, Ross Haven – Access and Drainage.

P. 70 b) FCSS November 2020 Receipt - \$511.00

P. 71 c) MOST Grant – Receipt - \$21,201.00

9) Councillor Reports:

a) Mayor Louis Belland:

P. 72 b) Deputy Mayor Bruce Stonehouse – Report attached

10) Administrators Report

p. 73 a) CAO Report - Attached

11) Closed Session – None scheduled.

12) Adjournment: Next Council Meeting Date: December 10, 2020 at 7:00 pm.

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE
SUMMER VILLAGE OF ROSS HAVEN
IN THE PROVINCE OF ALBERTA, HELD ON OCTOBER 8, 2020,
AT THE MAINTENANCE SHOP, ROSS HAVEN, ALBERTA,
COMMENCING AT 7:00 P.M.**

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

IN ATTENDANCE

Mayor Louis Belland
Deputy Mayor Bruce Stonehouse
CAO, Tony Sonnleitner
0 Residents in the Gallery (3 Residents as delegation),
4 Residents via teleconference.

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor Louis Belland.

**ACCEPTANCE OF
AGENDA**

Res. A20-118

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

CARRIED

**APPROVAL OF
MINUTES**

Res. A20-119

Moved by Mayor Louis Belland that the Minutes of the regular Meeting of September 12, 2020 be approved.

CARRIED

PUBLIC HEARINGS

None scheduled for this meeting.

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DELEGATIONS

- a) Doyle Serink & Frank Arlia – Proposed amendment to Drainage Project adjacent to Plan 4100 MC, Block 11, Lots 30 & 31.

Res. A20-120

Moved by Mayor Louis Belland that the presentation made by the delegation be accepted for information.

CARRIED

- b) Leigh Makarewicz – Communication with CAO, and Council itself, as well as the processes of communication with ratepayers as a whole.

Res. A20-121

Moved by Mayor Louis Belland that the presentation made by the delegation be accepted for information.

CARRIED

NEW BUSINESS

- a) Resignation of Councillor Bill Saunders

Res. A20-122

Moved by Mayor Louis Belland that Councillor Bill Saunders resignation be formally accepted.

CARRIED

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- b) Proposed withdrawal of Stop Order
against Plan 4883 KS, Block 7, Lot 5.

Res. A20-123

Moved by Mayor Louis Belland that the Development Officer be directed to withdraw the Stop Order issued on September 13, 2020 against lands described as Plan 4883 KS, Block 7, Lot 5.

CARRIED

FINANCIAL REPORTS

Res. A20-124

Moved by Mayor Louis Belland that the September 2020 Financial reports be received for information.

CARRIED

**CORRESPONDENCE -
INFORMATION**

Res. A20-125

- a) FCSS – October Payment - \$511.00 initiative.
- b) FCSSAA – Member in Good Standing.
- c) Shane Getson, MLA, Announce Municipal Operating Support Transfer (MOST) program.
- d) JayMad Contracting – Playground Inspection Report

Moved by Mayor Louis Belland that the correspondence be accepted as information, and that a copy of the JayMad Contracting – Playground Inspection Report be sent to the Ross Haven Community League.

CARRIED

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE
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COUNCIL REPORTS

- a) Mayor Louis Belland
- b) Deputy Mayor Bruce Stonehouse - Attached

Res. A20-126

Moved by Mayor Louis Belland that the Council Reports be received as information.

CARRIED

**ADMINISTRATOR'S
REPORT**

Administration provided both a written and a verbal report.

Res. A20-127

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

CARRIED

**CONFIDENTIAL
ITEMS**

None

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE
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DELEGATIONS; PUBLIC PARTICIPATION WAS BY TELECONFERENCE.**

**NEXT REGULAR
MEETING DATE**

November 12, 2020 at 7:00 P.M. 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 8:33 P.M.

**These minutes approved this 12th day of
November , AD 2020**

Mayor Louis Belland

Chief Administrative Officer

**DEVELOPMENT OFFICER'S REPORT
PLAN CANCELLATION BYLAW NO. 285-20**

APPLICANTS / OWNERS: Leonard & Francine Charchuk

DISTRICT: R - Residential

LEGAL DESCRIPTIONS: Lots 5 & 6, Block 5, Plan 4883 KS - (Summer Village of Ross Haven)

PROPOSAL:

To cancel, by Bylaw, a portion of Plan 4883 KS to allow for the consolidation of Lots 5 & 6, Block 5, Plan 4883 KS into one new lot entitled Lot 5A, Block 5, Plan 4883 KS.

REGULATIONS:

M.G.A.Section 658 Cancellation of plan of subdivision

COMMENTS:

The applicants have requested His Worship Mayor and Council's favourable consideration of their application to cancel a portion of Plan 4883 KS to allow for the consolidation of the two lots that they own into one within the Summer Village of Ross Haven (See attached application, dated November 6, 2020). The subject lands are Plan 4883 KS, Block 5, Lot 5 and Plan 4883 KS, Block 5, Lot 6. Lot 5 has dimensions of 18.29 metres (60 ft.) in width by 39.62 metres (130.0 ft.) in depth; while Lot 6 is a pie-shaped lot frontage on 4th Street of 33.53 metres (110.0 ft.) and 5.08 metres (16.67 ft.) on the Municipal Reserve Lot – P4. Both lots have frontage onto the municipal roadway (4th Street) and back onto the Municipal Reserve Lot P4; See attached location map. The lands are relatively flat, sloping to the East.

RECOMMENDATIONS:

It is the recommendation of the Development Officer that favourable consideration be granted to approve the Plan Cancellation Bylaw No. 285-20, as requested, to allow for the consolidation of the subject two (2) lots, for the following reasons:

1. The proposal conforms to the requirements of the Land Use Bylaw and does not impinge upon the economic development of the Lands.
2. The proposal satisfies the requirements of Municipal Government Act, RSA 2000, Ch. M-26, Section 658.
3. It has been typical for His Worship & Council to look favourably upon such applications.

LOT CONSOLIDATION APPLICATION



LAND OWNER INFORMATION

Name: Leonard and Francine Charchuk

Mailing Address 9103-177 Avenue

City/Town: Edmonton Postal Code: T5Z 2L3

Phone number: 780-457-2821 Email: charchuk@live.ca

PROPERTY INFORMATION

Property #1 - Plan: 4883 KS Block: 5 Lot: 5

Property #2 - Plan: 4883 KS Block: 5 Lot: 6

Municipal Addresses: #1 405-4 Street #2 406-4 Street

I authorize the person(s), designated by the Municipality as designated in Section 542 of the Municipal Government Act, R.S.A. 2000, to enter my land for the purpose of conducting a site inspection in connection with my lot consolidation application.

I/we being the registered landowners of the above properties do hereby request the lands to be consolidated into one property by Order of Bylaw.

Registered Owner Signature: [Signature] Date: Nov 6/2020

Registered Owner Signature: F. Charchuk Date: November 6, 2020

The personal information provided by you is being collected under the authority of the *Municipal Government Act* and will be used for the purposes under that Act. The personal information that you provide may be made public, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

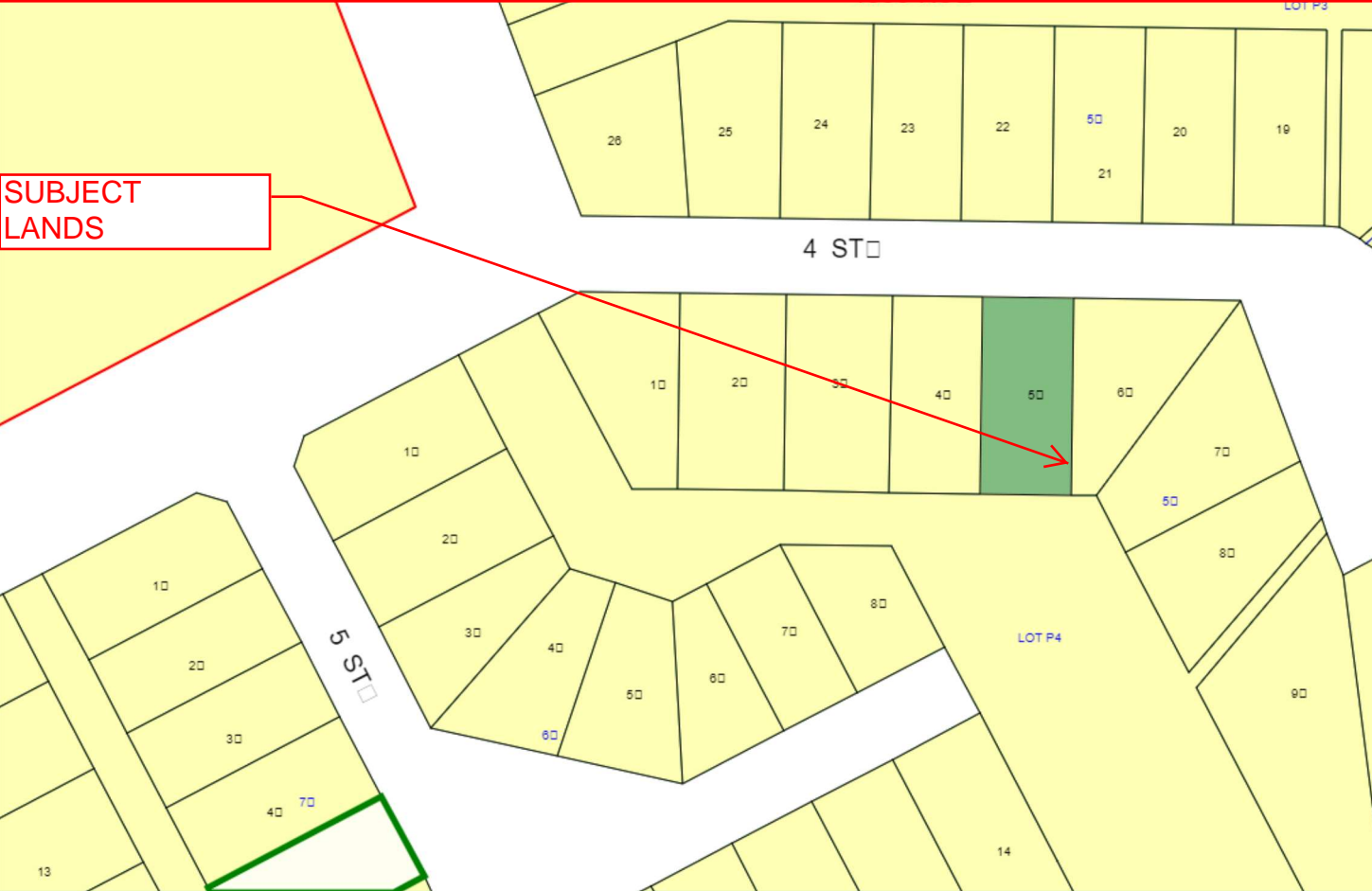
The following MUST be submitted with the application:

- Application and processing fee of \$535.00 - Cheque made payable to Tony Sonnleitner - Development Officer
- A current title for each property being consolidated. Titles can be obtained from any Registries Office – (ownership information must match exactly on each title).
- This application MUST be signed by all owners listed on title.

Tony Sonnleitner – Development Officer
Box 2945 Stony Plain, AB T7Z 1Y4
pcm1@telusplanet.net 780-718-5479

BYLAW 285-20
LOCATION MAP
PLAN 4883 KS, BLOCK 5, LOTS 5 & 6 : 405 & 406 4 STREET WITHIN THE SUMMER VILLAGE OF
ROSS HAVEN

SUBJECT
LANDS



Cancellation of plan of subdivision

658(1) On the application of one or more owners of a parcel of land in a plan of subdivision, a council may by bylaw order the plan cancelled, in whole or in part.

(2) A council may pass a bylaw under subsection (1) only with the consent of

(a) the owners of the parcel of land in the plan of subdivision,

(b) every person shown on the certificate of title of the land in the plan of subdivision as having an estate or interest in it, and

(c) the Crown in right of Alberta, if the plan of subdivision shows a highway or road or other right of way vested in the Crown for which no certificate of title has been issued.

(3) A plan cancellation may not be effected only or primarily for the purpose of disposing of reserves.

(3.1) If all of a plan is cancelled, deferred reserve caveats and environmental reserve easements are also cancelled.

(4) If all reserve land has been cancelled from a plan of subdivision, the resulting parcel of land, if it is subsequently subdivided, may be subject to the provisions of this Part respecting reserves.

(5) If a plan is cancelled in part, a deferred reserve caveat may be placed against the consolidated certificate of title reflecting any reserve land that was cancelled and that will be owing if the parcel is subsequently subdivided.

BYLAW NO. 285-2020

SUMMER VILLAGE OF ROSS HAVEN

BEING A BYLAW OF THE SUMMER VILLAGE OF ROSS HAVEN, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF CANCELLING A PORTION OF PLAN 4883 KS.

WHEREAS Section 658 of the Municipal Government Act empowers a municipality to cancel a plan of subdivision in whole or in part;

AND WHEREAS the owners of the parcels of land in the portion of the plan to be cancelled have consented to the proposed cancellation;

AND WHEREAS every person shown on the certificates of title of the lands in the plan of subdivision as having an estate or interest in it have consented to the proposed cancellation;

NOW THEREFORE the Council of the Summer Village of Ross Haven in the Province of Alberta, duly assembled, hereby enacts as follows:

1. IT IS HEREBY ORDERED that the lands described as Lots 5 and 6, Block 5, Plan 4883 KS are to be cancelled from the plan of subdivision of record which is registered in the Land Titles Office for the North Alberta Land Registration District.
2. IT IS FURTHER ORDERED the cancelled lands be established as a single new lot known as Lot 5A, Block 5, Plan 4883 KS.
3. THIS ORDER shall not be effective unless filed by the applicant in the office of the Registrar within NINETY DAYS from the date of this Order.

THE REGISTRAR for North Alberta Land Registration District shall make all cancellations, issue all certificates of title and do such things as necessary, in his opinion, to give effect to this Order; including, but not restricted to, carrying forward all encumbrances, charges, liens, interests, and reservations as to mines and minerals in the existing certificate(s) of title.

ANY EXPENSES in the connection with carrying out this Order shall be borne by the applicant.

Read a first time on this 12th day of November, 2020.

Read a second time on this 12th day of November, 2020.

Unanimous Consent to proceed to third reading on this 12th day of November, 2020.

Read a third and final time on this 12th day of November, 2020.

Signed this 12th day of November, 2020.

Mayor - Louis Belland

Municipal Administrator – Tony Sonnleitner

Summer Village of Ross Haven

BALANCE SHEET

As of October 31, 2020

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1-1210 Operating Bank Account	79,101.04
1-1215 Savings Bank Account	1,075,569.91
In/out	0.00
Undeposited Funds	792.15
Total Cash and Cash Equivalent	\$1,155,463.10
Accounts Receivable (A/R)	
1-2110 Accounts Receivable - Property taxes	-9,101.37
Total Accounts Receivable (A/R)	\$ -9,101.37
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	0.00
1241 GIC 0036 Renewal date - July 29, 2020	0.00
1242 GIC 0037, Renewal Date June 7, 2020	0.00
Total 1-1226 GIC Investments	0.00
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	\$1,220,300.41

Summer Village of Ross Haven

BALANCE SHEET

As of October 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
Total Property, plant and equipment	\$2,931,848.75
Total Non Current Assets	\$2,931,848.75
Total Assets	\$4,152,149.16

Summer Village of Ross Haven

BALANCE SHEET

As of October 31, 2020

	TOTAL
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	367.49
2-2150 RBC VISA Noel	0.00
Total Credit Card	\$367.49
1-2050 GST/HST Receivable	-24,614.52
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	\$712,460.69
Non-current Liabilities	
2-2800 Long Term Debt - Truck Loan	0.00
Total Non-current Liabilities	\$0.00
Total Liabilities	\$712,460.69
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	-244,781.03
Total Equity	\$3,439,688.47
Total Liabilities and Equity	\$4,152,149.16

Councillor Report for Bruce for October 2020

1. Oct 8- Council Meeting-
 - a) Presentations by 2 residents, re: concerns with culvert changes between their driveways, concerns to be further discussed with Bolson engineering to come to resolution
 - b) Presentation by resident concerned with communications from council to residents. Commitment by CAO and council to make improvements.
 - c) CAO to have talks with Community League about FCSS grants and what they have planned for upcoming events.
2. Oct 15- HWY 43 Waste Commission meeting in Sangudo.
 - a) Discussion on Rosshaven Sanitary System from the Summer Village to the Lagoon across HWY 43. Stantec Engineering and the County of Lac Ste Anne will be hosting a virtual open house Monday Nov 16 from 7:00-8:30pm, Sign in at 6:30. Information packages were mailed out and should have been received by all residences. Discussions surrounding costs, timelines and start date.
3. Oct 31 and Nov 1
 - a) Met with several residents re their concerns with the Sanitary System. Resolved issues Given contact info for Commision Manager, and Project Coordinator

Summer Village of Ross Haven

Report to Council

Meeting: November 12, 2020 - Regular Council Meeting

Originated By: Tony Sonnleitner, Chief Administrative Officer and Development Officer, Summer Village of Ross Haven

CAO

Items of Note

- a) Attended Onoway Regional Fire Services Member Municipalities Meeting
- b) Prepared for, and participated in MAP Review
- c) Election Training Module 1
- d) Budget preparation for Council meeting

DO

Items of Note

- a) Bylaw 285-20 Plan Cancellation Bylaw
- b) Enforcement
 - i. Rescind - 20STOP01-27Plan 4883 KS, Block 7, Lot 5. Development without a permit