

MINUTES
ORGANIZATIONAL MEETING
SUMMER VILLAGE OF ROSS HAVEN
JULY 8, 2021
IN-PERSON AND VIA ZOOM

IN ATTENDANCE

Councillors: Ray Hutscal, Lolita Chadd
Administration: CAO, Tony Sonnleitner
11 Residents in the gallery via Zoom

CALL TO ORDER

CAO, Tony Sonnleitner called the meeting to order at 7:00 p.m.

NOMINIATIONS

Tony Sonnleitner called for nominations for Mayor.
Councillor Lolita Chadd nominated Ray Hutscal.
Tony Sonnleitner called for nominations a second time.
Tony Sonnleitner called for nominations a third time.

Res A21-085

Moved by Councillor Lolita Chadd that nominations cease.

CARRIED

Ray Hutscal was declared Mayor and was administered the Oath of Office.

Mayor Ray Hutscal assumed the Chair

Mayor Ray Hutscal called for nominations for Deputy Mayor.

Mayor Ray Hutscal nominated Lolita Chadd.

Mayor Ray Hutscal called for nominations for Deputy Mayor a second time.

Mayor Ray Hutscal called for nominations for Deputy Mayor a third time.

Res A21-086

Moved by Mayor Ray Hutscal that nominations cease.

CARRIED

Lolita Chadd was declared Deputy Mayor and was administered the Oath of Office.

CARRIED

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Res A21-087 Moved by Mayor Ray Hutschal that at 7:04 p.m. that the meeting recess.

CARRIED

Res A21-088 Moved by Mayor Ray Hutschal that at 7:00 p.m. on August 12, 2021 the recess end and the meeting will come to order.

CARRIED

Councillor Dieter Brandt joined the meeting as it came to order. It was confirmed that he had sworn the Oath of Office as Councillor for the Summer Village of Ross Haven. The rest of Council and Administration welcomed him to Council and the meeting.

APPOINTMENT OF COMMITTEE APPOINTEES

- a) Emergency Management / Disaster Services – Lolita Chadd
- b) Regionalization and Shared Services – Ray Hutschal
- c) Onoway Regional Medical Clinic – Lolita Chadd
- d) North 43 Lagoon Commission – Dieter Brandt
- e) Highway 43 East Waste Commission – Dieter Brandt
- f) Wild Regional Water Commission – Ray Hutschal
- g) FCSS – all members of council
- h) Onoway Regional Fire Services – Lolita Chadd
- i) Summer Villages of Lac Ste. Anne County East – Ray Hutschal
- j) Other appointments: Sturgeon Rover Watershed Alliance, Lake Isle & Lac Ste. Anne Water Quality Management Society, Inter-Municipal Collaboration (ICF) / Inter-Municipal Development Plan, East End Bus, Yellowhead Regional Library, Lac Ste. Anne Foundation, Alberta Summer Villages Association, and Alberta Urban Municipalities Association – As needed, direction of Council.

Res A21-089 Moved by Mayor Ray Hutschal that the appointment of committee appointees be as noted above.

CARRIED

APPOINTMENT OF MUNICIPAL AUDITOR

Res A21-090 Moved by Deputy Mayor Lolita Chadd that Seniuk and Company be appointed as municipal auditors.

CARRIED

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APPOINTMENT OF FOIPP COORDINATOR

Res A21-091 Moved by Deputy Mayor Lolita Chadd that the FOIPP Coordinator be confirmed as the Chief Administrative Officer of the Municipality.

CARRIED

APPOINTMENT OF INTEGRITY COMMISSIONER

Res A21-092 Moved by Mayor Ray Hutschal that Chief Administrative Officer of the Municipality be appointed as Integrity Commissioner.

CARRIED

APPOINTMENT OF COMMUNITY PEACE OFFICER

Res A21-093 Moved by Deputy Mayor Lolita Chadd that Chief Administrative Officer of the Municipality be appointed as Community Peace Officer.

CARRIED

APPOINTMENT OF SUBDIVISION AUTHORITY

Res A21-094 Moved by Deputy Mayor Lolita Chadd that All of Council act as the Subdivision Authority for the Municipality.

CARRIED

APPOINTMENT OF CHIEF ADMINISTRATIVE OFFICER AND DESIGNATED OFFICER OF THE MUNICIPALITY

Res A21-095 Moved by Deputy Mayor Lolita Chadd that Tony Sonnleitner be appointed as Chief Administrative Officer and Designated Officer of the Municipality.

CARRIED

APPOINTMENT OF MUNICIPAL LEGAL COUNCIL

Res A21-096 Moved by Deputy Mayor Lolita Chadd that Reynolds Mirth Richards & Farmer be appointed as Municipal Legal Counsel

CARRIED

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

Res A21-097 Moved by Deputy Mayor Lolita Chadd that Tony Sonnleitner be appointed as Development Officer and Designated Officer of the Municipality

CARRIED

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

Res A21-097 Moved by Deputy Mayor Lolita Chadd 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 A21-098 Moved by Deputy Mayor Lolita Chadd that Jackie Gamblin be appointed as Weed Inspector and Designated Officer of the Municipality

CARRIED

**APPOINTMENT OF MUNICIPAL ASSESSOR AND DESIGNATED OFFICER
OF THE MUNICIPALITY**

Res A21-099 Moved by Deputy Mayor Lolita Chadd that Dan Kanuka – Municipal Assessment Services Group be appointed as Municipal Assessor and Designated Officer of the Municipality.

CARRIED

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APPOINTMENT OF ASSESSMENT REVIEW BOARD, CLERK OF THE ASSESSMENT REVIEW BOARD AND DESIGNATED OFFICERS OF THE MUNICIPALITY

Res A21-100

Moved by Deputy Mayor Lolita Chadd that the designates from Capital Region Assessment Services Commission shall act as the Assessment Review Board for the Municipality and Designated Officers of the Municipality, as per agreement. Further, Richard Barham be appointed as Assessment Review Board Clerk and Designated Officer of the Municipality.

CARRIED

CONFIRMATION OF FINANCIAL INFORMATION

Res A21-101

Moved by Deputy Mayor Lolita Chadd 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

APPOINTMENT OF PLACE, DATE AND TIME FOR COUNCIL MEETINGS

Res A21-102

Moved by Councillor Dieter Brandt that regular meetings of Council be held on the second Thursday of each month at the Onoway Civic Centre, 4812 – 51 Street, Onoway, AB. T0E 1V0 and Via ZOOM Meeting, commencing at 7:00 p.m., and that any changes to the place, date or time of meetings be posted on the Summer Village website (www.rosshaven.ca).

CARRIED

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APPOINTMENT OF MUNICIPAL ADDRESS

Res A21-103 Moved by Councillor Dieter Brandt that the formal contact address for the Municipality shall be:
700 Parkins Avenue within the Summer Village of Ross Haven. Further, the mailing address for the Municipality be:

Summer Village of Ross Haven, Box 70, Site 19, RR 1,
Gunn, AB T0E 1A0

CARRIED

ACKNOWLEDGEMENT OF COUNCIL'S LEGISLATIVE RESPONSIBILITIES

Res A21-104 Moved by Councillor Dieter Brandt that pursuant to Section 208(1)(d) of the Municipal Government Act outlining Council's legislative responsibilities be acknowledged as received.

CARRIED

ADJOURNMENT

Having no further business to attend to for this meeting, Mayor Ray Hutscal adjourned the meeting at 7:14 p.m..

**These minutes approved this 9th day of
September , AD 2021**

Mayor Ray Hutscal

Chief Administrative Officer