

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO BE
HELD ON NOVEMBER 10, 2022 AT THE ONOWAY CIVIC CENTRE – PUBLIC
PARTICIPATION IN-PERSON AND VIA ZOOM COMMENCING AT 7:00 P.M.

DETAILS FOR MEETING ACCESS POSTED ON THE ROSS HAVEN WEBSITE

- 1) Call to Order:
- 2) Acceptance of Agenda:
- 3) Adoption of the Previous Minutes:
 - a) Minutes of the Regular Meeting – October 13, 2022
(Motion to approve minutes as read, or with amendments thereto)
- 4) Public Hearings: None scheduled
- 5) Delegations: None scheduled
- 6) New Business:
 - a) Force Main Project – Update
(Action as directed by Council at meeting time.)
- 7) Financial Reports:
 - a) October 2022 Financial Reports - Attached
(Motion to accept for information.)
- 8) Correspondence:
 - a) Letter of Introduction – Rebecca Schulz – Minister of Municipal Affairs
 - b) Boundary Concerns
(Action as directed by Council at meeting time.)
- 9) Councillor Reports:
 - a) Mayor - Attached
 - b) Deputy Mayor - Attached
 - c) Councillor - Attached
(Motion to accept for information.)
- 10) Administrators Report
 - a) CAO Report
(Motion to accept for information.)
- 11) Open Floor Discussion – (15 minute time limit)
- 12) Closed Session - None.
- 13) Adjournment: Next Council Meeting Date: December 8, 2022.

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
OCTOBER 13, 2022
IN-PERSON AND VIA ZOOM**

ATTENDANCE

Mayor, Ray Hutschal
Deputy Mayor, Lolita Chadd
Councillor, Dieter Brandt
CAO, Tony Sonnleitner
0 Residents in Gallery - 9 Residents via ZOOM

CALL TO ORDER

Mayor, R. Hutschal called the meeting to order at 7:00 p.m.

AGENDA

Res. A22-131

Moved by Councillor, D. Brandt that the meeting agenda be adopted as presented.

CARRIED

MINUTES

Res. A22-132

Moved by Councillor, D. Brandt that the following meeting minutes be approved as presented:

- Minutes of the Regular Meeting – September 8, 2022

CARRIED

DELEGATIONS

None

NEW BUSINESS

a) Force Main Project Update.

Councillor D. Brandt provided Council with an update to the Force Main Sewer Project.

Res. A22-133

Moved by Mayor, R. Hutschal that the update be accepted for information.

CARRIED

**MINUTES
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b) Encroachments onto Road Allowances.

Upon discussion, Council agreed and confirmed that the encroachment onto Municipal Road allowances for the purposes of landowners installing septic holding tanks will NOT be permitted.

c) ASVA Conference.

Res. A22-134

Moved by Deputy Mayor, L. Chadd that Councillor, Dieter Brandt be afforded the opportunity to attend the ASVA Conference on behalf of the Summer Village of Ross Haven, and the costs thereto be paid by the Summer Village.

CARRIED

d) Council's Role in Strategic Planning Course

Res. A22-135

Moved by Mayor, R. Hutschal that members of Council, so desiring, be authorized to attend the Strategic Planning Course, and that the Summer Village of Ross Haven pay those costs.

CARRIED

FINANCIAL REPORTS

a) Financial Statement

Res. A22-136

Moved by Mayor, R. Hutschal that the September 2022 financial statements be received as information.

CARRIED

CORRESPONDENCE

a) LSAC Re: Joint Use Infrastructure – Capital and Maintenance Cost Share Request – RR 34.

b) Rich Valley Library funding request letter

Res. A22-137

Moved by Mayor, R. Hutschal that the correspondence be accepted for information.

CARRIED

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
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IN-PERSON AND VIA ZOOM**

COUNCILLOR REPORTS

- a) Mayor, Ray Hutscal**
- b) Deputy Mayor, Lolita Chadd**
- c) Councillor, Dieter Brandt**

Res. A22-138

Moved by Deputy Mayor, L. Chadd that the Councillor Reports be received as information.

CARRIED

CAO REPORT

- a) CAO, Tony Sonnleitner**

Res. A22-139

Moved by Councillor, D. Brandt that the CAO Report be received as information.

CARRIED

OPEN FLOOR

A few members of the community availed themselves of the opportunity to speak to Council.

**NEXT REGULAR
MEETING DATE**

November 10, 2022 at 7:00 p.m. The meeting to be held at the Onoway Civic Centre and via ZOOM. Check the Summer Village of Ross Haven website, www.rosshaven.ca, for details.

ADJOURNMENT

Mayor, Ray Hutscal adjourned the meeting at 7:45 p.m.

These minutes approved this 10th day of November, 2022.

Mayor

Chief Administrative Officer

Summer Village of Ross Haven

Balance Sheet Summary

As of October 31, 2022

	TOTAL
Assets	
Current Assets	1,306,914.67
Cash and cash equivalents	75,020.76
Accounts receivable (A/R)	-2,575.00
Total Current Assets	1,379,360.43
Non-current Assets	
Property, plant and equipment:	3,276,272.16
Total Non-current Assets	3,276,272.16
Total Assets	\$4,655,632.59
Liabilities and Equity	
Current Liabilities	474,513.68
Accounts Payable	0.00
Credit Cards	-1,688.99
Total Current Liabilities	472,824.69
Non-current liabilities:	0.00
Equity	4,182,807.90
Total Liabilities and Equity	\$4,655,632.59

Summer Village of Ross Haven

Profit and Loss

October 2022

	TOTAL
INCOME	
4-9000 Property Taxes	4,049.98
4-9055 Lagoon/Sewer Fund Tax	600.00
4-9100 School Taxes	1,394.46
4-9250 Lac Ste Anne Foundation	119.12
4-9400 Interest Income	101.86
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	200.00
4-9700 Fines & Penalties	462.02
4-9800 Development Permits	600.00
Total Income	\$7,527.44
GROSS PROFIT	\$7,527.44
EXPENSES	
6-1140 School Taxes Paid	37,327.10
6-2159 Administrator Fee	7,000.00
6-2160 Development Officer Fee	1,260.00
6-2165 Wages	5,552.97
6-2224 Municipal Memberships	214.00
6-2510 Office & Misc Expense	200.00
6-2511 Bank Charges	11.23
6-2512 Cellphone & Communications	185.64
6-3520 Equipment - R&M	201.67
6-3540 Utilities	1,823.25
6-4512 Public works - Supplies	1,295.16
6-5510 Garbage Disposal	445.06
6-6200 Municipal Assessment Service	1,940.00
6-7370 MSP, Fire Services & Physician Recruitment	3,500.00
6-7371 LSA county - Police & Animal	6,631.00
Total Expenses	\$67,587.08
OTHER EXPENSES	
Other Miscellaneous Expense	0.00
Total Other Expenses	\$0.00
PROFIT	\$ -60,059.64

Summer Village of Ross Haven

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4-9000 Property Taxes	322,348.17	320,877.96	1,470.21	100.46 %
4-9055 Lagoon/Sewer Fund Tax	45,400.00	45,400.00	0.00	100.00 %
4-9100 School Taxes	155,992.29	159,158.06	-3,165.77	98.01 %
4-9250 Lac Ste Anne Foundation	13,324.69	13,324.63	0.06	100.00 %
4-9302 Grants - MSI Operating	8,539.00	8,539.00	0.00	100.00 %
4-9400 Interest Income	4,560.45	1,000.00	3,560.45	456.05 %
4-9550 Safety Codes	365.37	1,000.00	-634.63	36.54 %
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	1,729.72	500.00	1,229.72	345.94 %
Total Income	\$552,259.69	\$549,799.65	\$2,460.04	100.45 %
GROSS PROFIT	\$552,259.69	\$549,799.65	\$2,460.04	100.45 %
Expenses				
6-1140 School Taxes Paid	111,981.31	159,158.06	-47,176.75	70.36 %
6-1141 Lac Ste Anne Foundation Payable	13,324.63	13,324.63	0.00	100.00 %
6-1151 Council Remuneration	2,600.00	14,000.00	-11,400.00	18.57 %
6-1211 Council Mileage & Subsistence	875.80	5,000.00	-4,124.20	17.52 %
6-2159 Administrator Fee	42,700.00	46,200.00	-3,500.00	92.42 %
6-2160 Development Officer Fee	6,250.00	4,355.00	1,895.00	143.51 %
6-2161 DEM/Dep DEM		8,000.00	-8,000.00	
6-2162 Grant Officer		6,750.00	-6,750.00	
6-2165 Wages	74,790.15	91,000.00	-16,209.85	82.19 %
6-2170 WCB Expense	1,318.84	1,600.00	-281.16	82.43 %
6-2224 Municipal Memberships	3,868.57	3,851.00	17.57	100.46 %
6-2230 Professional Fees	6,920.70	8,000.00	-1,079.30	86.51 %
6-2274 Insurance	5,694.47	5,600.00	94.47	101.69 %
6-2510 Office & Misc Expense	4,802.38	3,250.00	1,552.38	147.77 %
6-2511 Bank Charges	327.70	350.00	-22.30	93.63 %
6-2512 Cellphone & Communications	1,505.12	1,350.00	155.12	111.49 %
6-3251 Road - R&M	6,610.73	4,000.00	2,610.73	165.27 %
6-3520 Equipment - R&M	1,347.97	3,500.00	-2,152.03	38.51 %
6-3540 Utilities	20,018.56	22,000.00	-1,981.44	90.99 %
6-4512 Public works - Supplies	12,822.99	7,000.00	5,822.99	183.19 %
6-4521 Trees & Park Improvements	11,200.00	10,000.00	1,200.00	112.00 %
6-5510 Garbage Disposal	4,039.32	6,500.00	-2,460.68	62.14 %
6-6200 Municipal Assessment Service	7,760.00	7,800.00	-40.00	99.49 %
6-6205 Safety Codes Expense		7,800.00	-7,800.00	
6-7370 MSP, Fire Services & Physician Recruitment	21,584.06	26,000.00	-4,415.94	83.02 %
6-7371 LSA county - Police & Animal	6,631.00	6,631.00	0.00	100.00 %
6-7380 Lagoon/Wastewater - LSAC	5,075.88	5,200.00	-124.12	97.61 %
6-7385 Water and Sewer Tax To Reserves		40,200.00	-40,200.00	
6-7395 Wild Water Commission	6,651.47	7,330.00	-678.53	90.74 %
6-7396 Yellowhead Regional Library	700.22	850.00	-149.78	82.38 %
6-7501 RHCL	6,000.00	6,000.00	0.00	100.00 %
Total Expenses	\$387,401.87	\$532,599.69	\$ -145,197.82	72.74 %
NET OPERATING INCOME	\$164,857.82	\$17,199.96	\$147,657.86	958.48 %
Other Expenses				

Summer Village of Ross Haven

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6-2150 Amortization		62,400.00	-62,400.00	
Total Other Expenses	\$0.00	\$62,400.00	\$ -62,400.00	0.00%
NET OTHER INCOME	\$0.00	\$ -62,400.00	\$62,400.00	0.00 %
NET INCOME	\$164,857.82	\$ -45,200.04	\$210,057.86	-364.73 %



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Shaw

October 28, 2022

Dear Chief Elected Officials and Public Library Boards:

I am honoured to serve as the new Minister of Municipal Affairs. I believe in the importance of local government to our province and its people, and I am excited to work with you to ensure Alberta's economic prosperity and strengthen the long-term viability of municipalities across the province.

As Minister of Municipal Affairs, I am committed to municipal capacity building, transparency, and accountability, which are essential elements for responsible local government. My ministry will continue to support municipalities, as you play a significant role in fostering the local economic conditions that improve Alberta's vibrant communities. Municipal Affairs will also continue to manage and provide financial support for the network of municipal library boards and regional library system boards that offer vital public library services for Albertans.

Through collaboration, we can reduce red tape and barriers by reviewing legislation and making certain Albertans are protected with appropriate safety codes, standards, and supports for the construction and maintenance of buildings and equipment.

I look forward to working together to strengthen municipalities in Alberta and to work with you on areas of shared interest.

Sincerely,

Rebecca Schulz
Minister of Municipal Affairs

**Councillor Report
Ray Hutscal
November 5, 2022**

- **Watershed Alliance Meeting**
 - Did not attend Watershed Alliance Meeting.
- **Range Road 34 / Working with LSAC** – Had a meeting with Joe Blakeman (County Reeve), Nick Gelych (Deputy Reeve), Lorne Olsvik, (County Councillor), Greg Edwards (Director of Infrastructure & Planning), Dieter Brandt, and Lolita Chadd on Oct 14.
 - Discussed RR34 next steps and other county / summer village opportunities to collaborate. Conceptually agreed that county would proceed and pay for geotechnical review and recommendation for RR34 prior to the end of 2022. Pricing to repave the road sought in the winter. Once pricing received, cost sharing arrangement between count / Ross Haven to be finalized. If agreement can be reached, paving could be completed in 2023.
 - Discussed other opportunities where we could collaborate together. Included conceptual discussions on Community Peace Officer and capital projects.
 - Confirmed Ross Haven would be responding to the official letter received from LSAC on working together. Letter was sent to all Sumer Villages.
- **Sewer Project**
 - Since our last meeting, one of our biweekly meetings was cancelled, and I was unable to attend the last meeting that was held on Nov 4.
 - Several calls or emails with residents about their homeowner portion of install. Numerous calls to vendors to push them for quotes to residents.
 - For the Nov 4 meeting, passed along items for discussions to the team.
- **Bylaw Enforcement**
 - No further communication, other than the meeting mentioned above. Expect (hope) to commence those discussions before Christmas.
- **General Village Items** - Three issues we are exploring resolving. Work has included communication amongst council and CAO, and our engineer (through our CAO).
 - Drainage issues on parkway between 8th Street and 9th Street
 - Portion of 8th street that runs parallel to lake.
 - Road, drainage, and safety issues at the round-a-bout of 4th street.

Ray Statistics Since Last Update

Incoming Emails	182	Meeting / Telephone Hours	6.5
Sent Emails	93	Total Hours	14

Councilor Report
Lolita Chadd
November, 2022

October 19-21, 2022, was the Recycling Council of Alberta conference in Jasper. I attended along with other board members from the Hwy 43 East Waste Commission. It provided a very good opportunity to talk with other municipalities and businesses to share how they are implementing recycling into their services to divert excess waste from entering the landfills. Hopefully some of the contacts we've made will result in some positive direction for our own facility to improve our processes. Organizational meeting was also held. Followed by regular meeting.

New cell construction is complete.

Holiday hours for the Regional Landfill

Closed Dec. 24,25,26 Open Dec 27

Closed at noon Dec 31 and Closed Jan 1&2 Open Jan 3

***Note TWO Monday closures will result in Ross Haven garbage collection to switch to Tuesdays during the holiday season.

I attended a Regional Municipalities meeting hosted by LSAC. A very good representation from municipalities, school board, many services, etc. from across the county. Certainly reinforces the need to know what one another are doing and the importance of collaborating to support common goals and community public needs.

On Oct 29, Dieter, Tony, and I attended the SVLSACE meeting hosted by Sandy Beach. Organizational meeting followed by regular meeting.

Interesting note: Statistics show that large municipalities (cities) in Alberta are showing the highest growth percentage numbers in population, followed by Summer Villages. Most summer villages are seeing an increase in full time residency.

Bundle up! Winter's a-comin'!

10 November 2022 – Councillor Report – Dieter Brandt

19 Oct. 2022 – Strategic Planning Course

The third session of this course took place. (2 hr class)

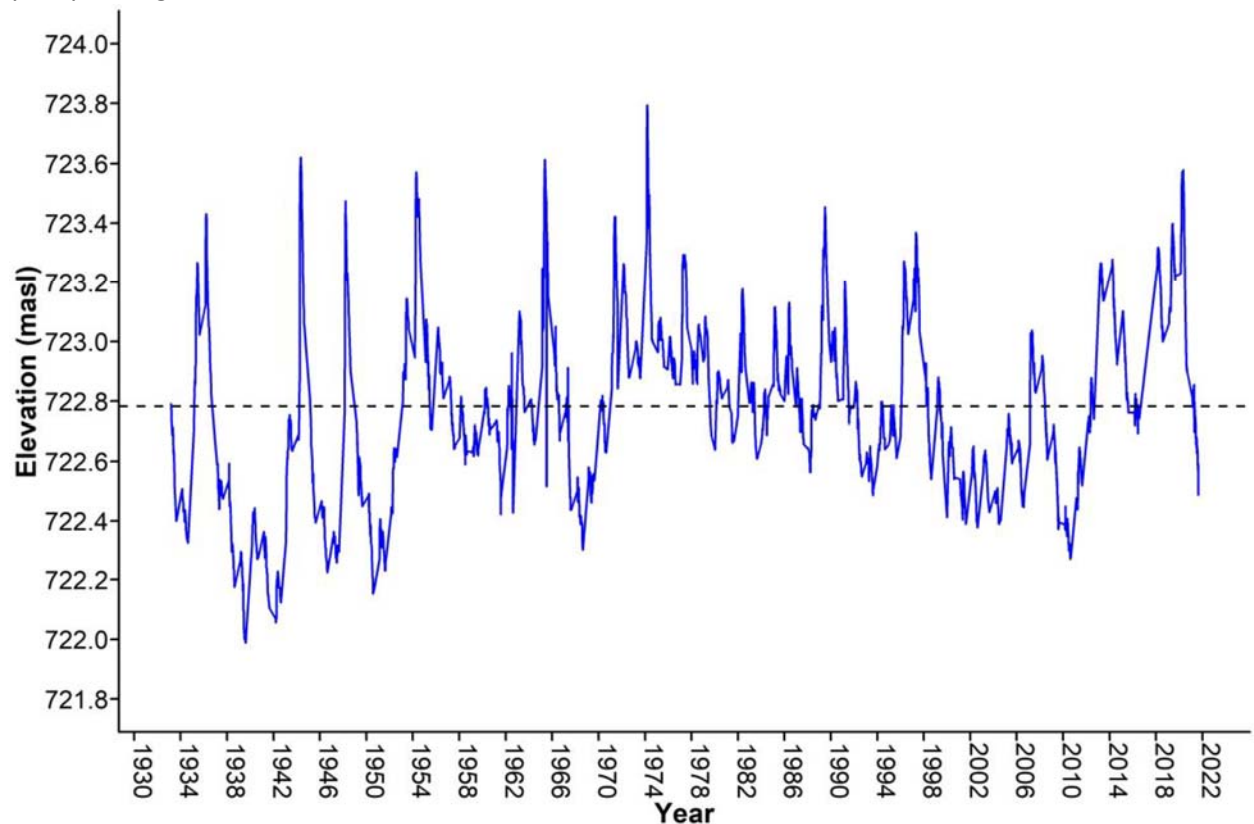
20 & 21 Oct. 2022 – Alberta Summer Villages Association (ASVA) Conference

- There was a session put on by **RCMP** K Division Superintendent Mike McCauley. He talked about crime reporting throughout Alberta. RCMP make resource decisions based on reported crimes and only about 1/3 of crimes get reported. Therefore, some of their decisions may not be as effective as they should be. They have created a crime reporting APP for Alberta on your computers and phones. Many crimes go unreported because they have already occurred and people don't think it will help to call. With the new APP, it is easier to report a crime. The hope is that people will use it and that will improve their community statistics helping make better resource allocation decisions. This APP is not to be used for crimes in progress. Call 911.
- The **Alberta Lake Management Society (ALMS)** did a presentation on their services within Alberta. They have a website with information on the many lakes in Alberta. They have done numerous studies on Lac. Ste. Anne. Information can be found on their website. Following is an interesting clip of one of their studies:

WATER LEVELS

Water levels at Lac Ste. Anne in 2021 dropped below the historical average, and were at the lowest level seen in the previous 10 years (Figure 5). Figure 5. Water levels measured at Lac Ste. Anne East Basin in metres above sea level (masl) from 1934-2021. Data retrieved from Environment Canada and Alberta Environment and Parks. Black dashed line represents historical

yearly average water level.



- There was a session discussing the upcoming new funding framework from the Alberta government and how it could/would affect summer villages.
- A session on Emergency Management was held to encourage the need for current Emergency Management plans.

26 Oct. 2022 – Strategic Planning Course

The fourth session of this course took place. It is now completed. (2 hr class)

29 Oct. 2022 - SVLSACE Meeting (Summer Villages of Lac. Ste. Anne County East)

This meeting was held at Sandy Beach Hall. Reports were given by all the standing committees. An organizational meeting was held with some of the executive remaining in their positions and some new elections taking place.

An interesting point came from the WILD Water Commission report. Yellowstone had sought out a quote for joining their summer village to the system. This would include a holding reservoir and all the transmission lines needed to connect everyone in the village to the water system. The quote came in from Stantec at \$7,000,000.00. This quote did not consider the necessary maintenance and daily water testing that would be required once the system was in place. Yellowstone has chosen not to move forward at this point.

29 Oct. 2022 – SVREMP (Summer Villages Regional Emergency Management Partnership) Meeting

There was discussion about each village's emergency management plan. Ross Haven's plan needs to be updated and now that we have a DEM (Director of Emergency Management): Noel Tomm, and a Deputy DEM, Greg King, we will move forward with the updates.

03 Nov. 2022 - Construction Meeting

An update was provided by Stantec and TCL 6th Street is now being completed and work has begun on 5th Street. There were considerable issues with big rocks on 7th Street which slowed down the pace a little but things are back on track now. There have also been some issues with unmarked phone lines. They were not marked by First Call and they didn't appear to be in service any longer.

Everything is going well and the completion time is still expected to be at the end of January 2023. This is weather dependent and may change.

There will be a Christmas shutdown from December 16th, 2022 until January 9th, 2023.

08 Nov. 2022 – Meeting with Regional DEM and Deputy DEM (on line)

This meeting had not taken place at the writing of this report.

Dieter Brandt

Councillor

Summer Village of Ross Haven