

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE  
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO BE  
HELD ON MAY 11, 2023 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) Acknowledgement:

(Read: "***We wish to acknowledge that the land on which we gather is Treaty 6 territory and a traditional meeting ground and home for many Indigenous Peoples, including Cree, Saulteaux, Niitsitapi (Blackfoot), Métis, and Nakota Sioux Peoples***".)

3) Acceptance of Agenda:

4) Adoption of the Previous Minutes:

P 4-11 a) Minutes of the Regular Meeting – April 13, 2023

*(Motion to approve minutes as read, or with amendments thereto)*

5) Public Hearings: None scheduled

6) Delegations: None scheduled

7) New Business:

P 12-14 a) Bylaw 298-2023 – Fees and Charges

(Grant all readings, including unanimous consent to go to third reading, to Bylaw 298-2023 – Fees and Charges, or other direction of Council at meeting time).

b) Council Open House – 2023

- May Open House is scheduled for Saturday, May 27, 2022 – 9:00 am until 10:00 am.

*(Action as directed by Council at meeting time.).*

c) Review of Ross Haven Planning Documents

The Summer Village of Ross Haven is embarking upon a review of the Municipality's Planning Documents, including:

**Statutory Plans -**

Municipal Sustainability Plan (March 2010),

Intermunicipal Collaboration Framework (2019), and

Municipal Development Plan (Sept 2011).

**Land Use Bylaw –**

Land Use Bylaw 232a-10 (2010),

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Amendment 253-13 (2013),  
Amendment 257-14 (2014), and  
Amendment 263-16 (2016).

Note: The above noted documents are on the Ross Haven website [www.rosshaven.ca](http://www.rosshaven.ca), plus an Office Consolidation of the Land Use Bylaw prepared in 2017 to make the content of the bylaw and amendments more readable.

It is your Council's intent to review each document, identifying changes where needed. The Council and the CAO are planning to undertake this without any significant external aid or costs. The proposed schedule of Readings and Public Hearings is below.

Members of the community can provide their input by:

1. Sending your comments by email to our CAO at [cao@rosshaven.com](mailto:cao@rosshaven.com)
2. Providing input during the open session at any of our monthly council meetings,
3. Providing input at the Council Open House. The next Council Open House is scheduled for Saturday, May 27, 2023 – 9:00 am until 10:00 am at the Municipal Shop (700 Parkins Avenue).
4. Providing formal input / submission at the Public Hearing for the proposed Bylaws.

Planning Document Review Timeline				
Name	First Reading	Public Hearing	Second Reading	Third Reading & Final Reading
Municipal Development Plan	May	September	October	November
Municipal Sustainable Plan	May	September	October	November
Intermunicipal Collaborative Plan	June	September	October	November
Land Use Bylaw	July	September	October	November

*(Action as directed by Council at meeting time.).*

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d) Development Permit Update - 2023

23DP01-27 Plan 4883 KS, Block 3, Lot 5 DEMOLITION OF A DETACHED DWELLING,  
"MOVE-IN OF A PREVIOUSLY CONSTRUCTED DETACHED DWELLING (155.3 SQ. M.),  
AND UTILIZATION OF EXISTING OR INSTALLATION OF BOTH A WATER SUPPLY AND  
SEPTIC SYSTEM.

*(Action as directed by Council at meeting time.).*

P 15 e) Grant Officer Report

*(Action as directed by Council at meeting time.).*

8) Financial Reports:

P 20-23 a) April 2023 Financial Reports - Attached

*(Motion to accept for information.).*

9) Correspondence:

P 16-17 a) Onoway Regional Fire Services – 2023 Annual Report

P 24-30 b) Ross Haven – Playground Inspection Report

*(Action as directed by Council at meeting time.).*

10) Councillor Reports:

a) Mayor

P 31 b) Deputy Mayor - Attached

P 18 c) Councillor - Attached

*(Motion to accept for information.).*

10) Administrator's Report

P 19 a) CAO Report - Attached

*(Motion to accept for information.).*

11) Open Floor Discussion – (15 minute time limit)

12) Closed Session - None.

13) Adjournment: Next Council Meeting Date: June 8, 2023.

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
April 13, 2023  
IN-PERSON AND VIA ZOOM**

**ATTENDANCE**

Mayor, Ray Hutschal – via ZOOM  
Deputy Mayor, Lolita Chadd  
Councillor, Dieter Brandt  
CAO, Tony Sonnleitner  
0 in Gallery - 7 Residents via ZOOM

**CALL TO ORDER**

Mayor, R. Hutschal called the meeting to order at 7:04 p.m.

**AGENDA**

Res. A23-039

Moved by Deputy Mayor, L. Chadd that the meeting agenda be adopted as presented.

CARRIED

**MINUTES**

Res. A23-040

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

- a) Minutes of the Regular Meeting – March 9, 2023

CARRIED

**DELEGATIONS**

None

**PUBLIC HEARINGS**

None

**NEW BUSINESS**

- a) **2023 Operating Budget and Three Year Operating Plan**

Res. A23-041

Moved by Mayor, R. Hutschal that Council approve and adopt the 2023 Operating Budget and Three Year Operating Plan.

CARRIED

- b) **5 Year Capital Budget – 2023 through 2027**

Res. A23-042

Moved by Councillor D. Brandt that Council approve and adopt the 5 Year Capital Budget for years 2023 through 2027.

CARRIED

**MINUTES  
REGULAR COUNCIL MEETING  
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April 13, 2023  
IN-PERSON AND VIA ZOOM**

**c) Bylaw 296-2023 – Special Wastewater Lagoon Tax – 2023**

Res. A23-043                      Moved by Mayor, R. Hutschal that Bylaw 296-2023 – Special Wastewater Lagoon Tax – 2023 be given first reading.

CARRIED

Res. A23-044                      Moved by Deputy Mayor, L. Chadd that Bylaw 296-2023 – Special Wastewater Lagoon Tax – 2023 be given second reading.

CARRIED

Res. A23-045                      Moved by Councillor, D. Brandt that Bylaw 296-2023 – Special Wastewater Lagoon Tax – 2023 be presented for third reading.

CARRIED

Res. A23-046                      Moved by Councillor, D. Brandt that Bylaw 296-2023 – Special Wastewater Lagoon Tax – 2023 be given third reading.

CARRIED

**d) Bylaw 297-2023 – Tax Rate Bylaw – 2023**

Res. A23-047                      Moved by Mayor, R. Hutschal that Bylaw 297-2023 – Tax Rate Bylaw – 2023 be given first reading.

CARRIED

Res. A23-048                      Moved by Deputy Mayor, L. Chadd that Bylaw 297-2023 – Tax Rate Bylaw – 2023 be given second reading.

CARRIED

Res. A23-049                      Moved by Councillor, D. Brandt that Bylaw 297-2023 – Tax Rate Bylaw – 2023 be presented for third reading.

CARRIED

**MINUTES  
REGULAR COUNCIL MEETING  
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Res. A23-050                      Moved by Mayor, R. Hutschal that Bylaw 297-2023 – Tax Rate Bylaw – 2023 be given third reading.

CARRIED

**e) Transfer to Reserves Re: Lagoon & Wastewater Surplus.**

Res. A23-051                      Moved by Mayor, R. Hutschal that:

1. the amount of \$60,000.00 be transferred from the Lagoon Reserve to the Unrestricted Reserves to cover the costs related to the new wastewater system, and
2. the amount of \$35,000.00 be transferred from our bank account to Unrestricted Reserves.

CARRIED

**f) 8<sup>th</sup> Street and 8/9 Parkway Drainage Issues.**

Res. A23-052                      Moved by Mayor, R. Hutschal that the Summer Village of Ross Haven accept the conceptual drawings of the changes to the 8<sup>th</sup> street roadway and 8/9 parkway provided by Bolson Engineering. Administration shall contact each of the landowners where their lands are immediately adjacent to either the trench drain at the front of the property or the drainage project at the rear of the property, informing them of the Municipality's intent and seek their input on the project(s). Input on the projects will be allowed until June 30, 2023. At that time landowner input, and project details, will be reviewed and then sent for design of the project to be completed. Where budget allows, the projects are to be completed in the Fall of 2023.

CARRIED

**g) Council Open House – 2023**

May Open House is scheduled for Saturday, May 27, 2023 – 9:00 am until 10:00 am.

No Action to be taken on this item – Information Only

**MINUTES  
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**h) Review of Ross Haven Planning Documents**

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1. Sending your comments by email to our CAO at [cao@rosshaven.com](mailto:cao@rosshaven.com)
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**MINUTES  
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Municipal Development Plan	May	September	October	November
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Intermunicipal Collaborative Plan	June	September	October	November
Land Use Bylaw	July	September	October	November

No Action to be taken on this item – Information Only

**i) Development Permit Update – 2023**

23DP01-27 Plan 4883 KS, Block 3, Lot 5 DEMOLITION OF A DETACHED DWELLING, "MOVE-IN OF A PREVIOUSLY CONSTRUCTED DETACHED DWELLING (155.3 SQ. M.), AND UTILIZATION OF EXISTING OR INSTALLATION OF BOTH A WATER SUPPLY AND SEPTIC SYSTEM.

No Action to be taken on this item – Information Only

**j) Grant Officer Report**

Res. A23-053

Moved by Mayor, R. Hutschal that the Grant Officer Report be accepted for information.

CARRIED

**k) LSAC and Summer Village of Ross Haven Enforcement Services Agreement.**

Res. A23-054

Moved by Mayor, R. Hutschal that the Council Summer Village of Ross Haven approve the contract with Lac Ste. Anne County to provide Enforcement



**MINUTES  
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Services to the Summer Village of Ross Haven and authorize execution of the agreement.

CARRIED

**I) 2023 Audited Financial Statements.**

Res. A23-055

Moved by Councillor, D. Brandt that the Audited Financial Statements for the Summer Village of Ross Haven be approved as presented.

CARRIED

**FINANCIAL REPORTS**

**a) Financial Statements**

Res. A23-056

Moved by Deputy Mayor, L. Chadd that the March 2023 financial statements be received as information.

CARRIED

**CORRESPONDENCE**

None

**COUNCILLOR REPORTS**

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

Res. A23-057

Moved by Mayor, R. Hutscal that the Councillor Reports be received as information.

CARRIED

**CAO REPORT**

**a) CAO, Tony Sonnleitner**

Res. A23-058

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

CARRIED

**MINUTES  
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**OPEN FLOOR**

Members of the community availed themselves of the opportunity to speak to Council.

**CLOSED SESSION –  
CONFIDENTIAL ITEM**

None

**NEXT MEETING(S)**

- The next regular meeting of Council is scheduled for May 11, 2023 at 7:00 p.m. Meeting to be held at the Onoway Civic Centre and via ZOOM. Check the Summer Village of Ross Haven website, [www.rosshaven.ca](http://www.rosshaven.ca), for details.
- Next Council Open House : Saturday, May 27, 2023 – 9:00 am to 10:00 am.
- Next Public Hearing : None Scheduled

**ADJOURNMENT**

Mayor, Ray Hutschal adjourned the meeting at 8:49 p.m.

These minutes approved this 11<sup>th</sup> day of May, 2023.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

**MINUTES  
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IN-PERSON AND VIA ZOOM**

**Development Permits:**

<b>Permit #</b>	<b>Lot</b>	<b>Date</b>	<b>Website Use</b>	<b>Status</b>
23DP01-27	305 – 3 St	Feb 23	Yes Demo, Placement of Modular Home	Approved

DRAFT

## **BYLAW NO. 298-2023**

### **SUMMER VILLAGE OF ROSS HAVEN**

**BEING A BYLAW OF THE SUMMER VILLAGE OF ROSS HAVEN, IN THE PROVINCE OF ALBERTA, TO BE KNOWN AS THE SUMMER VILLAGE OF ROSS HAVEN FEES AND CHARGES BYLAW.**

**WHEREAS**, pursuant to Section 8(1) of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, the Council of the Summer Village of Ross Haven has the authority to establish fees and charges for the provision of goods and services.; and

**WHEREAS**, the Summer Village of Ross Haven wishes to establish, by bylaw, certain fees and charges.

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

1. That this Bylaw may be cited as the “FEES AND CHARGES BYLAW”.
2. That the Summer Village of Ross Haven shall charge fees as established in Schedule A, ‘The Fee Schedule’, attached hereto.
3. Bylaw No. 154-2000 and Schedules attached thereto are hereby officially rescinded on the date of final passing of this bylaw.
4. That this Bylaw shall come into force and effect on the date of third and final reading.

**Read a first time on this 11th day of May, 2023.**

**Read a second time on this 11th day of May, 2023.**

**Unanimous Consent to proceed to third reading on this 11th day of May, 2023.**

**Read a third and final time on this 11th day of May, 2023.**

**Signed this 11th day of May, 2023.**

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Mayor

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Municipal Administrator

**SUMMER VILLAGE OF ROSS HAVEN  
BYLAW 298-2023 – FEES AND CHARGES BYLAW  
SCHEDULE A PAGE 1 OF 2**

<b>ADMINISTRATIVE FEES</b>	
REQUEST FOR COPIES OF VILLAGE DOCUMENTS, PER REQUEST	\$25.00
COST OF PHOTOCOPIES OF DOCUMENTS, PER COPY	\$0.25
SPECIAL SERVICE RATE, PER HOUR	\$75.00
TAX CERTIFICATE	\$25.00
<b>APPEAL / LAND USE BYLAW AMENDMENT FEES</b>	
ASSESSMENT APPEAL FEE (Refundable if applicant successful)	\$100.00
DEVELOPMENT APPEAL (SDAB) (Refundable if applicant successful)	\$200.00
SUBDIVISION APPEAL FEE (SDAB) Refundable if applicant successful)	\$200.00
LAND USE AMENDMENT FEE – Specifically for Cancellations of a portion of Plan of Subdivision	\$500.00
PLAN CANCELLATION BYLAW REGISTRATION FEE	\$35.00
<b>DEVELOPMENT FEES</b>	
PERMITTED USES:	
DWELLINGS	\$300.00
GUESTHOUSES	\$300.00
ACCESSORY BUILDINGS / ADDITIONS TO PRINCIPAL BUILDINGS	\$150.00
DEMOLITION, SIGNS, DECKS, WATER SUPPLY & SEPTIC SYSTEMS (HOLDING TANKS)	\$100.00
COMMERCIAL BUILDINGS AND USES	\$200.00
DISCRETIONARY USES AND DEVELOPMENT BEGUN PRIOR TO ISSUANCE OF PERMIT	
DWELLINGS	\$500.00
GUESTHOUSES	\$500.00
ACCESSORY BUILDINGS / ADDITIONS TO PRINCIPAL BUILDINGS	\$250.00
FENCES, DEMOLITION, SIGNS, DECKS, WATER SUPPLY & SEPTIC SYSTEMS	\$200.00
COMMERCIAL BUILDINGS AND USES	\$500.00
LETTER OF COMPLIANCE – REGULAR > 72 HOURS	\$100.00
LETTER OF COMPLIANCE – RUSH < 72 HOURS	\$250.00
BUILDING PERMITS	AS PER
ELECTRICAL PERMITS	SAFETY CODES
PLUMBING AND PRIVATE SEWAGE SYSTEM PERMITS	SERVICE
GAS PERMIT	PROVIDER
<b>SUBDIVISION FEES</b>	
SUBDIVISION FEES AT APPLICATION FOR UP TO 3 LOTS, INCLUDING ANY REMAINDER \$1000.00 + \$200.00 PER LOT + REGISTRATION FEES + SURVEYING COSTS	
SUBDIVISION FEES AT APPLICATION FOR 4 LOTS OR MORE, INCLUDING ANY REMAINDER \$1000.00 + \$250.00 PER LOT + REGISTRATION FEES + SURVEYING COSTS + ANY COSTS ACRUING TO THE MUNICIPALITY (EG. ENGINEERING REVIEW, MUNICIPAL PLANNER)	
SEPARATION OF TITLES (MGA 652 (4))	\$750.00
CONDOMINIUM PLAN CONSENT	\$50.00 / UNIT
SUBDIVISION TIME EXTENSION	\$250.00
REFERRAL RE-CIRCULATION OF SUBDIVISION	\$250.00
ENDORSEMENT FEE - \$100.00 + \$150.00 PER LOT	
LAND TITLE - CURRENT	\$20.00

**SUMMER VILLAGE OF ROSS HAVEN  
BYLAW 298-2023 – FEES AND CHARGES BYLAW  
SCHEDULE A PAGE 2 OF 2**

<b>REDISTRICTING / REZONING FEES</b>	
REDISTRICTING APPLICATION	\$2000.00
AMENDMENT TO MUNICIPAL DEVELOPMENT PLAN	\$2000.00
AMENDMENT TO LAND USE BYLAW (EXCEPT PLAN CANCELLATION BYLAW)	\$2000.00
AMENDMENT TO A STATUTORY PLAN	\$2000.00
ADOPTION OF A NEW STATUTORY PLAN (ASP, ARP, ETC.)	\$2000.00
<b>PUBLIC WORKS SERVICE FEES</b>	
WASTE DELIVERED TO THE LANDFILL PER TRIP (PLUS TIPPAGE FEE)	\$70.00
FLAT-RATE DRIVEWAY SNOW CLEARING	\$25.00
TRUCK, TRAILER & OPERATOR*	\$80.00/HR
TRUCK, BLADE & OPERATOR*	\$80.00/HR
SKIDSTEER & OPERATOR*	\$70.00/HR
TRUCK, TRAILER, SKIDSTEER & OPERATOR*	\$105.00/HR
SNOW REMOVAL RATES*	\$70.00/HR
WEEKEND, EVENING, AND HOLIDAY RATES*	\$150.00/HR
* TO BE BILLED IN 15 MINUTE INCREMENTS	
MINIMUM BILLING CHARGE OF 1.0 HR	

Summer Village of Ross Haven								
Grant Officer Report								
April 2023 (Month 3 of 24)								
Grant Name	Grant Theme	Grant Amount	Date Identified	Date Deadline	Grant Status	Grant Requested	Muni/Other Contribution	Approved/Declined
Fortis Alberta - Community Naturalization/Tree Planting	Community Garden/Trees	2,500	Feb 1st	May 5th	Application Complete - "Ross Haven Blossoms"	\$2,500	\$1500+ \$750 (for yrs 1-5)	In Review
Fortis Alberta - Save Energy Grant	Energy Efficiency	\$5,000	Feb 1st	May 5th	Application Complete - "Shop Lighting Upgrade" one post submission clarification with reviewer	\$5,000	\$6,000	Approved
Scott's Gro for Good Community Grant	Naturalization and Parks	\$2,500	Feb 1st	Feb 28th	Investigated, Not Applied For (Limited Intake #s)	n/a	n/a	Marked for next season
Canada Tree Foundation - Edible Trees	Parks and Greening	\$3,500	Feb 15th	Dec 15th	Slated to apply next year to add onto the proposed "Ross Haven Blossoms" initiative (PII)	n/a	n/a	Marked for next season
TD Enviro Fund Grant	Green Spaces	\$8,000	Feb 15th	Jan and July 15th	Waiting for Application to Open	n/a	n/a	Investigating
FRIAA FireSmart Grant	Forest/Fire Burden Reduc.	Investigated generally for a possible fire burden reduction on MRS, requires assessments to be done, not enough time to complete before deadline (Feb. 17th), will add for review next season. Asking for Council to consider funding a technical assessment of greenspaces for fire overburden as part of 2023						
Community building monitoring and analysis grant	Climate and Efficiency Grant	\$ 25,000	16-Mar	year round	Investigated on March 16th, intact was still open. Need some input from RH on any community buildings that might benefit from this. If completed, data collected could be used to justify other grants (i.e. show the efficiency return to justify a capital improvement grant.			Awaiting Direction from Council on a building
Community building recommissioning grant	Climate and Efficiency Grant	\$ 55,000	16-Mar	year round	Further to grant above, or even without the grant above, we could look at a rehabilitation of an existing municipal or community building. If so, would need some direction on a building and scope of work. Still open as on March 16			Awaiting Direction from Council.
Land Stewardship Centre - Watershed Stewardship Grant	Lake/Enviro	\$ 20,000	23-Mar	26-Apr	Discussed with CAO, muni cannot apply directly but could act as legal partner for a lake stewardship group (i.e. LILSA), didn't think there were any eligible projects to initiate so shelved. If council knows of any we can put in an application.			Shelved, Pending Direction from Council
Pilot project: Waste reduction and diversion	Waste and Enviro	80% up to \$500k	30-Mar	year round	Might be worth looking at a local recyclable waste station in RH for i.e. compost, metals, paper, plastics to remove bulk waste before sending balance to the landfill. Would increase operating costs, but might be some value to the municipality (lower land fill fees)			To Discuss with CAO, Council, for direction.
Grant Name	Grant Theme	Grant Amount	Date Identified	Date Deadline	Grant Status	Grant Requested	Muni/Other Contribution	Approved/Declined
Heritage Publication Grant	History and Heritage	\$10,000 (up to)	April 15th, 2023	February 1st	Did not apply, found after deadline. Might be worth investigating if council or a community group wanted to spearhead a history book for Ross Haven - are there any milestone dates (50th, 60th, 75th, etc) we could coordinate with?			Need input from Council, could mark to apply in 2024.
Telus Community Board Grant	Education and Youth Mental Health	varies (5,000 - 200,000)	April 17th, 2023	Quarterly	Could see if the municipality, or a community group, wanted to apply for a local sports camp, or other summer event/activity to encourage teambuilding/socialization/activities in youths and families.			Need input from Council on if they are interested or if there is an interested community group
Jumpstart (Canadian Tire)	Community Development and Programs	varies based on need and other factors	April 17th, 2023	Oct, Feb, June annually	Focus on families, youth, equality in sports and diversity in program delivery. Two streams - operational/delivery and programming/equipment. Could request a variety of community sports equipment (maybe to start a community rec youth rec league for baseball or field hockey?)			Does the community have someone willing to be a coordinator for a rec league?

Fire Services Costs - Onoway Regional Fire Services  
2022 Contract Costs and Operating Budget Costs

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	P	Q
										Parcel		2021 rate (2.7%		2022 Rate	Rate per parcel	2023 Rate \$270,215.99 (3.183%
1	NWFR Contract	Parcel	2017 rate per	2017 Costs	2018 rate	2018 costs	2019 rate	2019 costs	2020 rate per	Count incl		+ \$23,500)		\$261,880	(based on 2021	increase as per 2021 Alberta
2	Onoway	Count	parce (1.1%)		per parcel		per parcel		parcel (2.4%)	exempt for		\$259,031.50		(1.1%)	count)	Annual Inflation Rate)
3	Alberta Beach				(2.39%)		(1.5)			2021		(Dec. 7 mtg)				
4	Silver Sands															
5	South View															
6	Yellowstone															
7	Nakamun Park															
8	Val Quentin															
9	Castle Island															
10	Sunset Point															
11	SSB Bible Camp (10%)	19.8	\$75.83	\$1,501.43	77.64	\$1,537.27	78.83	\$1,560.83	\$1,598.32							
12	Ross Haven	243		\$9,213.35	72.68	\$17,661.24	73.79	\$17,930.97	\$18,362.36	244	\$77.59	\$18,931.96	\$78.44	\$19,139.36	\$80.94	\$19,748.22
13		2965.8		\$206,968.45		\$220,137.73		\$223,509.67	\$228,879.16	3073		\$259,035.46		\$261,884.99		\$270,215.99
14																
15	Operational Costs													up \$1.63/lot		
16	Onoway	564	\$10.00	\$5,640.00	\$20.00	\$11,280.00	\$20.00	\$11,280.00	\$11,280.00	578		\$10,837.50		\$11,779.64		\$12,233.50
17	Alberta Beach	858	\$10.00	\$8,580.00	\$20.00	\$17,160.00	\$20.00	\$17,160.00	\$17,160.00	868		\$16,275.00		\$17,689.84		\$18,371.42
18	Silver Sands	359	\$10.00	\$3,590.00	\$20.00	\$7,180.00	\$20.00	\$7,180.00	\$7,180.00	354		\$6,637.50		\$7,214.52		\$7,492.49
19	South View	136	\$10.00	\$1,360.00	\$20.00	\$2,720.00	\$20.00	\$2,720.00	\$2,720.00	130		\$2,437.50		\$2,649.40		\$2,751.48
20	Yellowstone	176	\$10.00	\$1,760.00	\$20.00	\$3,520.00	\$20.00	\$3,520.00	\$3,520.00	176		\$3,300.00		\$3,586.88		\$3,725.08
21	Nakamun Park	191	\$10.00	\$1,910.00	\$20.00	\$3,820.00	\$20.00	\$3,820.00	\$3,820.00	190		\$3,562.50		\$3,872.20		\$4,021.39
22	Val Quentin	202	\$10.00	\$2,020.00	\$20.00	\$4,040.00	\$20.00	\$4,040.00	\$4,040.00	202		\$3,787.50		\$4,116.76		\$4,275.38
23	Castle Island	19	\$10.00	\$190.00	\$20.00	\$380.00	\$20.00	\$380.00	\$380.00	26		\$487.50		\$529.88		\$550.30
24	Sunset Point	198	\$10.00	\$2,000.00	\$20.00	\$3,960.00	\$20.00	\$3,960.00	\$3,960.00	305		\$5,718.75		\$6,215.90		\$6,455.41
25	SSB Bible Camp (10%)	19.8			\$20.00	\$396.00	\$20.00	\$396.00	\$396.00							
26	Ross Haven	243		\$1,215.00	\$20.00	\$4,860.00	\$20.00	\$4,860.00	\$4,860.00	244		\$4,575.00		\$4,972.72		\$5,164.32
27		2965.8		\$28,265.00		\$59,316.00		\$59,316.00	\$59,316.00	3073		\$57,618.75		\$62,627.74		\$65,040.76
28	Mutual Hwy Responses								\$10,000.00			\$5,000.00		\$5,000.00		\$5,000.00
29	2021 Surplus Hwy Response											\$10,000.00		\$0.00		\$0.00
30	From Reserves for AFRRCS radios													\$17,124.00		\$0.00
31									\$69,316.00			\$72,618.75		\$84,751.74		\$70,040.76





## TOWN OF ONOWAY

Mail: Box 540  
Onoway, Alberta  
T0E-1V0  
Town Office: 4812-51 Street  
Phone: 780-967-5338

April 26, 2023

To: Alberta Beach

Summer Village of Castle Island  
Summer Village of Nakamun Park  
Summer Village of Ross Haven  
Summer Village of Silver Sands  
Summer Village of South View  
Summer Village of Sunset Point  
Summer Village of Val Quentin  
Summer Village of Yellowstone

### **Onoway Regional Fire Services - Approved 2023 Budget**

Further to our April 17th, 2023 meeting, please find attached the approved budget for 2023.

The Contract with Northwest Fire/Fire Rescue International has gone up by 3.9%, and the operational budget has gone up by \$0.79/lot, with the lot count remaining unchanged from last year. To get your respective municipality's 2023 numbers, add your two lines shown in the yellow highlighted columns.

A handwritten signature in blue ink that reads "Jennifer Thompson".

Jennifer Thompson  
Chief Administrative Officer  
Town of Onoway

c.c. Executive Committee Members

## **11 May 2023 – Councillor Report – Dieter Brandt**

This past month has only had one scheduled meeting. There have also been many phone conversations regarding the fire danger and emergency management.

### 20 Apr. 2023 – North 43 Lagoon Commission Meeting

The Lagoon Commission met to go over and approve the 2023 budget.

#### **Dieter Brandt**

Councillor

Summer Village of Ross Haven

# CAO REPORT

## Regular Meeting of Council – May 11, 2023

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### 2023 Combined Assessment & Property Tax Notices

The 2023 Combined Assessment & Property Tax Notices are in the mail (Mailed on April 17, 2023) and all ratepayers should have received them by now. If you have not received your property tax notice please contact the CAO at (780) 718-5479. Property Taxes are due by June 30, 2023, where an 18% penalty will be applied on July 1, 2023 to outstanding amounts.

Payments may be made:

1. Cheque made payable to Summer Village of Ross Haven, and mailed to:  
Box 70, Site 19, RR 1, Gunn, AB T0E 1A0, or
2. E-Transfer to [cao@rosshaven.ca](mailto:cao@rosshaven.ca)

### 8 / 9 Street Parkway Drainage and 8 Street Roadway Drainage Projects are under review.

Letters to adjacent landowners have been mailed, where questions and comments are requested from those affected by the proposed works.

### Fire Bans - Notification

A reminder to the community, the status of Fire Bans for the Summer Village of Ross Haven may be found at the [albertafirebans.ca](http://albertafirebans.ca) website. Quick access to that website may be garnered at the RH website [rosshaven.ca](http://rosshaven.ca). Additional information on Emergency Preparedness is also available on our website.

### Year End Audit

The audited Summer Village of Ross Haven Financial Statements are on the RH website.

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## Enjoy Summer activities at the Lake!!

# Summer Village of Ross Haven

## Profit and Loss

April 2023

	TOTAL
INCOME	
4-9300 Grants - FCSS	1,535.25
4-9400 Interest Income	569.41
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	525.00
<b>Total Income</b>	<b>\$2,629.66</b>
<b>GROSS PROFIT</b>	<b>\$2,629.66</b>
EXPENSES	
6-2159 Administrator Fee	3,850.00
6-2160 Development Officer Fee	355.00
6-2162 Grant Officer	320.00
6-2163 Grant Fees	1,112.50
6-2165 Wages	5,302.74
6-2170 WCB Expense	720.00
6-2224 Municipal Memberships	2,313.74
6-2511 Bank Charges	12.75
6-2512 Cellphone & Communications	185.64
6-3520 Equipment - R&M	524.50
6-3540 Utilities	1,886.64
6-4512 Public works - Supplies	593.30
6-4516 Parkways/Drainage	7,200.00
6-6200 Municipal Assessment Service	1,980.00
6-7341 Policing	8,521.00
6-7395 Wild Water Commission	1,596.10
<b>Total Expenses</b>	<b>\$36,473.91</b>
<b>PROFIT</b>	<b>\$ -33,844.25</b>

# Summer Village of Ross Haven

## Balance Sheet Summary

As of April 30, 2023

	TOTAL
Assets	
Current Assets	970,335.55
Cash and cash equivalents	207,119.16
Accounts receivable (A/R)	-19,801.61
<b>Total Current Assets</b>	<b>1,157,653.10</b>
Non-current Assets	
Property, plant and equipment:	3,329,883.36
<b>Total Non-current Assets</b>	<b>3,329,883.36</b>
<b>Total Assets</b>	<b>\$4,487,536.46</b>
Liabilities and Equity	
Current Liabilities	1,087,277.61
Accounts Payable	557,250.10
Credit Cards	0.00
<b>Total Current Liabilities</b>	<b>1,644,527.71</b>
Non-current liabilities:	0.00
Equity	2,843,008.75
<b>Total Liabilities and Equity</b>	<b>\$4,487,536.46</b>

# Summer Village of Ross Haven

## Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4-9055 Lagoon/Sewer Fund Tax		62,425.00	-62,425.00	
4-9100 School Taxes		158,667.56	-158,667.56	
4-9250 Lac Ste Anne Foundation		13,208.65	-13,208.65	
4-9299 CPO Ticket Revenue		500.00	-500.00	
4-9300 Grants - FCSS	2,890.25		2,890.25	
4-9302 Grants - MSI Operating		17,078.00	-17,078.00	
4-9303 Grants - STEP	2,100.00		2,100.00	
4-9320 Grants - Fortis	4,450.00		4,450.00	
4-9400 Interest Income	3,125.89	1,000.00	2,125.89	312.59 %
4-9500 Development/Safety Codes		1,000.00	-1,000.00	
4-9550 Safety Codes	443.08		443.08	
4-9600 Tax Certificates, Maps, Snowplowing & Other Income	875.00	1,000.00	-125.00	87.50 %
4-9800 Development Permits	470.00		470.00	
Total Income	\$14,354.22	\$254,879.21	\$ -240,524.99	5.63 %
GROSS PROFIT	\$14,354.22	\$254,879.21	\$ -240,524.99	5.63 %
Expenses				
6-1140 School Taxes Paid	39,669.38	158,667.56	-118,998.18	25.00 %
6-1151 Council Remuneration		11,000.00	-11,000.00	
6-1211 Council Mileage & Subsistence		4,000.00	-4,000.00	
6-2159 Administrator Fee	19,250.00	48,510.00	-29,260.00	39.68 %
6-2160 Development Officer Fee	1,775.00	4,355.00	-2,580.00	40.76 %
6-2161 DEM/Dep DEM		2,000.00	-2,000.00	
6-2162 Grant Officer	960.00	3,520.00	-2,560.00	27.27 %
6-2163 Grant Fees	1,112.50		1,112.50	
6-2165 Wages	28,910.79	86,000.00	-57,089.21	33.62 %
6-2170 WCB Expense	1,195.34	1,500.00	-304.66	79.69 %
6-2175 Development Permit & Letters Of Compliance	470.00		470.00	
6-2224 Municipal Memberships	4,796.37	3,851.00	945.37	124.55 %
6-2230 Professional Fees	6,118.10	8,000.00	-1,881.90	76.48 %
6-2274 Insurance	6,711.00	6,711.00	0.00	100.00 %
6-2510 Office & Misc Expense	1,400.93	5,750.00	-4,349.07	24.36 %
6-2511 Bank Charges	294.11	350.00	-55.89	84.03 %
6-2512 Cellphone & Communications	742.56	2,400.00	-1,657.44	30.94 %
6-3251 Road - R&M	990.00	7,000.00	-6,010.00	14.14 %
6-3520 Equipment - R&M	2,697.74	8,000.00	-5,302.26	33.72 %
6-3540 Utilities	10,300.37	24,500.00	-14,199.63	42.04 %
6-4511 FCSS & Recreation Programs		2,200.00	-2,200.00	
6-4512 Public works - Supplies	4,481.75	13,000.00	-8,518.25	34.48 %
6-4516 Parkways/Drainage	7,200.00		7,200.00	
6-4521 Trees & Park Improvements	945.00		945.00	
6-5510 Garbage Disposal	522.07	6,750.00	-6,227.93	7.73 %
6-6200 Municipal Assessment Service	3,960.00	8,000.00	-4,040.00	49.50 %
6-6205 Safety Codes Expense	250.00		250.00	
6-7341 Policing	8,521.00	8,521.00	0.00	100.00 %
6-7371 LSA county - Police & Animal		5,000.00	-5,000.00	

# Summer Village of Ross Haven

## Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

	ACTUAL	TOTAL		
		BUDGET	OVER BUDGET	% OF BUDGET
6-7373 Onoway Regional Fire Services	15,856.37	27,612.00	-11,755.63	57.43 %
6-7374 Lac Ste. Anne Foundation		13,208.65	-13,208.65	
6-7380 Lagoon/Wastewater - LSAC		44,800.00	-44,800.00	
6-7381 North 43 Sewer Line	729,457.10	729,457.10	0.00	100.00 %
6-7395 Wild Water Commission	1,596.10	6,651.00	-5,054.90	24.00 %
6-7396 Yellowhead Regional Library	320.07	701.00	-380.93	45.66 %
6-7501 RHCL		6,000.00	-6,000.00	
<b>Total Expenses</b>	<b>\$900,503.65</b>	<b>\$1,258,015.31</b>	<b>\$ -357,511.66</b>	<b>71.58 %</b>
NET OPERATING INCOME	<b>\$ -886,149.43</b>	<b>\$ -1,003,136.10</b>	<b>\$116,986.67</b>	<b>88.34 %</b>
Other Expenses				
6-2150 Amortization		62,400.00	-62,400.00	
<b>Total Other Expenses</b>	<b>\$0.00</b>	<b>\$62,400.00</b>	<b>\$ -62,400.00</b>	<b>0.00%</b>
NET OTHER INCOME	<b>\$0.00</b>	<b>\$ -62,400.00</b>	<b>\$62,400.00</b>	<b>0.00 %</b>
NET INCOME	<b>\$ -886,149.43</b>	<b>\$ -1,065,536.10</b>	<b>\$179,386.67</b>	<b>83.16 %</b>

## Jaymad Contracting Inc.

Comp 18 Site 111 RR1 Alberta Beach, Ab  
780-924-2377

May 9, 2023

Council/ Administration  
S.V. Ross Haven

Dear Council/ Administration,

The inspection and report was completed by Jason Madge CPSI (Canadian Playground Safety Inspector) on May 9, 2023 at the playground(s) located in your community.

The CAN/CSA-Z614-14 standards were used to evaluate the safety of your playground and it's play equipment.

The hazards and non-compliant items will be identified in this letter and will indicate which classification each item falls under.

Playground hazards are classified into three categories:

**Class A**- a condition that has the potential to cause a life-threatening injury, or the permanent loss of a body part.

**Class B**- a condition that has the potential to cause serious injury, or temporary disability.

**Class C**- a condition that has the potential to cause a minor injury, or does not Comply with the CSA standard.



S.V Ross Haven  
Annual Playground Audit  
May 9, 2023



May 9, 2023

## Playground Overview

We inspected two parks located in your community today. There were a few minor issues at the time of inspection.

The inspection of the parks revealed that the protective surfacing (wood fibre) requires some work. Periodic redistributing the material will ensure adequate protection of the users. Removal of the weeds will also ensure the protective surfacing provides adequate protection. The average is approximately 14" which is slightly above the minimum standard of 12". 75% of all playground injuries are a result of falling off the playground equipment and striking the surface below. This is why the surface has to be as resilient as possible. Both also had some growth of weeds and accumulation of leaves which should be removed.

There were records of previous inspections at the time of this inspection. 25% of injuries occur from not being inspected and maintained.

There were no age-appropriate stickers placed at either park (required by CSA), nor was there signage stating who and where to contact with concerns or questions. Age specific signage is important as different age groups have different abilities. Playground age groups are 1.5- 5yrs 5- 12yrs. What is perfectly safe for an 8yr old could be potentially dangerous to a 3yr old.



### 5st Public Park

Overall 5st Park is in good condition. There were a couple of minor observations made here.

- 1) The weeds growing in the protective surfacing will need to be removed before they rapidly spread, resulting in inadequate protection. As per standard 10.4.5 **Class B**
- 2) Protective surfacing on the main structure requires some attention to redistribute to meet the minimum levels set by the standards. As per standard 10.4.4 **Class B**
- 3) No age appropriate decals and no owner contact info signage present. As per standard 4.1 and 11.2.2 **Class C**

### Main Public Park

This park is in overall good condition. There were some minor observations made here as well.

- 1) The weeds growing in the protective surfacing will need to be removed before they rapidly spread, resulting in inadequate protection. As per standard 10.4.5 **Class B**



- 2) All of the black flat swings have cracks in them. This may result in serious injury to the users and should be replaced immediately. As per standard 12.3.4 **Class B**



- 3) There are some plastic components that have cracked and pose a risk of injury and should be repaired or replaced immediately. As per standard 12.3.1.1 **Class B**



- 4) No age appropriate decals and no owner contact info signage present. As per standard 4.1 and 11.2.2 **Class C**
- 5) The bonnet on the small slide has separated from the slide and poses a risk of serious injury and or death by way of entanglement and should be repaired immediately. As per standard 12.4.6.1 **Class A**



- 6) While exercise equipment is not covered under the standards, we did inspect the equipment and observed no issues at this time.



May 9, 2023

## Summary and Conclusion

Overall your parks are in good shape, but you do however require some immediate attention to those items identified in the inspection to prevent injury. It is suggested that you maintain regularly scheduled maintenance and inspections.

If you have any questions in regard to this report please feel free to contact us.

Sincerely,

Jason Madge CPSI



## Disclaimer

The information contained in this playground safety audit is considered to be a true and accurate recording of the conditions found on these two sites at the time of our visit. Jaymad Contracting Inc. assumes no liability for any incidents that may arise from the application of any of the afore mentioned recommendations. This playground safety audit has been done at your request, with the sole intention of making your playground and it's play equipment safer.

It is recommended that you repair the class A hazards in this report **ASAP!** Any class B hazards should be repaired by the next scheduled maintenance visit of your crews. The class C hazards and CSA non-compliant items are usually minor and could wait until budget permits.

After the class A&B hazards are corrected a re-inspection should be completed. This shows due diligence on your part, and unless these repairs are performed by someone familiar with playgrounds they often make things worse as stats have shown.

Thank you for giving Jaymad Contracting Inc. the opportunity to help you make your playgrounds safer



## **Councilor Report May, 2023**

Lolita Chadd

I attended the Onoway Regional Fire Services meeting. Fire Chief David Ives presented a detailed report of the 2022 callouts as well as ORFS & AHS Ambulance statistics. Even though we refer to these services as “Fire services”, it is important to note that the vast majority of callouts are medical in nature.

Our fire services are continuing to look for new recruits/volunteers. Some food for council thought... SV of Silver Sands has drafted a new policy to encourage new recruits. In short, they are offering an honorarium to their residents that choose to volunteer their fire fighting services. This comes in the form of a tax credit. Certainly something to think about as our local fire services are struggling to find recruits as are many emergency services across the province. With the recent wildfires in the province, this has become more apparent than ever.

On April 18, I attended the Highway 43 East Waste Commission meeting. Budget 2023 and 2022 Financials were reviewed and accepted.

A report of annual tonnage was presented. We are expecting to start seeing a trend of decrease in landfill tonnage and an increase in recycling materials increase. Management is working on getting receptacles at landfill site to accept used oil.