

MINUTES
ORGANIZATIONAL MEETING
SUMMER VILLAGE OF ROSS HAVEN
AUGUST 10, 2023
IN-PERSON AND VIA ZOOM

IN ATTENDANCE

Ray Hutscal
Dieter Brandt
Lolita Chadd
CAO, Tony Sonnleitner
0 - Residents in the gallery
8 – Residents Via ZOOM

CALL TO ORDER

CAO, Tony Sonnleitner called the meeting to order at 8:14 p.m.

NOMINIATIONS

Tony Sonnleitner called for nominations for Mayor.
Dieter Brandt nominated Ray Hutscal.
Ray Hutscal accepted the nomination.
Tony Sonnleitner called for nominations a second time.
Tony Sonnleitner called for nominations a third time.

Res A23-103

Moved by 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.
Dieter Brandt 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 A23-104

Moved by Mayor Ray Hutscal that nominations cease.
CARRIED

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

Councillor, Dieter Brandt was administered the Oath of Office.

APPOINTMENT OF COMMITTEE APPOINTEES

- a) Emergency Management / Disaster Services – Dieter Brandt
- b) Onoway Regional Medical Clinic – Lolita Chadd
- c) North 43 Lagoon Commission – Dieter Brandt
- d) Highway 43 East Waste Commission – Lolita Chadd
- e) Wild Regional Water Commission – Ray Hutscal
- f) FCSS – all members of council
- g) Onoway Regional Fire Services – Lolita Chadd
- h) Summer Villages of Lac Ste. Anne County East – Lolita Chadd
- i) Other appointments: 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 A23-105 Moved by Councillor, Dieter Brandt that the appointment of committee appointees be as noted above. CARRIED

APPOINTMENT OF MUNICIPAL AUDITOR

Res A23-106 Moved by Mayor Ray Hutscal that Seniuk and Company be appointed as municipal auditors. CARRIED

APPOINTMENT OF FOIPP COORDINATOR

Res A23-107 Moved by Mayor Ray Hutscal that the FOIPP Coordinator be confirmed as the Chief Administrative Officer of the Municipality. CARRIED

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APPOINTMENT OF INTEGRITY COMMISSIONER

Res A23-108 Moved by Mayor Ray Hutschal that the position of Integrity Commissioner remain vacant at this time.
CARRIED

APPOINTMENT OF COMMUNITY PEACE OFFICER

Res A23-109 Moved by Mayor Ray Hutschal that per the Bylaw Enforcement Services Agreement between the Summer Village of Ross Haven and Lac Ste. Anne County, Peace Officers from Lac Ste. Anne County are appointed as Community Peace Officers.
CARRIED

APPOINTMENT OF SUBDIVISION AUTHORITY

Res A23-110 Moved by Mayor Ray Hutschal 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 A23-111 Moved by Mayor Ray Hutschal that Tony Sonnleitner be appointed as Chief Administrative Officer and Designated Officer of the Municipality.
CARRIED

APPOINTMENT OF MUNICIPAL LEGAL COUNCIL

Res A23-112 Moved by Mayor Ray Hutschal that Reynolds Mirth Richards & Farmer be appointed as Municipal Legal Counsel
CARRIED

APPOINTMENT OF DEVELOPMENT OFFICER AND DESIGNATED OFFICER OF THE MUNICIPALITY

Res A23-113 Moved by Mayor Ray Hutschal that Tony Sonnleitner be appointed as Development Officer and Designated Officer of the Municipality

CARRIED

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

Res A23-114

Moved by Mayor Ray Hutscal 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 A23-115

Moved by Mayor Ray Hutscal 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 A23-116

Moved by Mayor Ray Hutscal that Dan Kanuka –
Municipal Assessment Services Group be appointed as
Municipal Assessor and Designated Officer of the
Municipality.

CARRIED

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

Res A23-117

Moved by Mayor Ray Hutscal 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

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CONFIRMATION OF FINANCIAL INFORMATION

Res A23-118 Moved by Mayor Ray Hutschal 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 A23-119 Moved by Mayor Ray Hutschal 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

APPOINTMENT OF MUNICIPAL ADDRESS

Res A23-120 Moved by Mayor Ray Hutschal 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

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ACKNOWLEDGEMENT OF COUNCIL'S LEGISLATIVE RESPONSIBILITIES

Res A23-121

Moved by Mayor Ray Hutschal 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 Hutschal adjourned the meeting at 8:20 p.m..

**These minutes approved this 14th day of
September , AD 2023**



Mayor Ray Hutschal



Chief Administrative Officer