

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
June 8, 2023  
IN-PERSON AND VIA ZOOM**

**ATTENDANCE**

Mayor, Ray Hutschal – via ZOOM  
Deputy Mayor, Lolita Chadd  
Councillor, Dieter Brandt  
CAO, Tony Sonnleitner  
2 in Gallery - 3 Residents via ZOOM

**CALL TO ORDER**

Mayor, R. Hutschal called the meeting to order at 7:01 p.m.

**AGENDA**

Res. A23-072

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

CARRIED

**MINUTES**

Res. A23-073

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

- a) Minutes of the Regular Meeting – May 11, 2023

CARRIED

**DELEGATIONS**

None

**PUBLIC HEARINGS**

None

**NEW BUSINESS**

- a) **Review of Ross Haven Planning Documents - Update**

Mayor, R. Hutschal provided an update on the progress of the Review of the Ross Haven Planning Documents, expressing that the expected timelines be extended to the fall of 2024.

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.

<b>Planning Document Review Timeline</b>				
<b>Name</b>	<b>First Reading</b>	<b>Public Hearing</b>	<b>Second Reading</b>	<b>Third Reading &amp; Final Reading</b>
Municipal Development Plan	May	September	October	November
Municipal Sustainable Plan	May	September	October	November

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Intermunicipal Collaborative Plan	June	September	October	November
Land Use Bylaw	July	September	October	November

Res. A23-074

Moved by Mayor, R. Hutscal, that the revised schedule for the Document Review be received as information.

CARRIED

**b) Development Permit Update – 2023**

23DP01-27 Plan 4883 KS, Block 3, Lot 5 : 305 3 STREET  
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

**c) Grant Officer Report**

No Grant Officer Report was provided for the June 8, 2023 meeting of Council.

No Action to be taken on this item – Information Only

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**FINANCIAL REPORTS**

**a) Financial Statements**

Res. A23-075

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

CARRIED

**CORRESPONDENCE**

**a) Ross Haven – Playground Inspection Report - Update**

The Ross Haven – Playground Inspection Report was brought forward for additional comment from the previous meeting. Outstanding item from the recommendations of the report was the requirement for age appropriateness stickers on the playground equipment. Administration / Public Works will address this deficiency.

Res. A23-076

Moved by Mayor, R. Hutschal that the Playground Inspection Report – Update be received for information.

CARRIED

**COUNCILLOR REPORTS**

- a) Mayor, Ray Hutschal - Attached**
- b) Deputy Mayor, Lolita Chadd – Verbal Report**
- c) Councillor, Dieter Brandt - Attached**

Res. A23-077

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

CARRIED

**CAO REPORT**

**a) CAO, Tony Sonnleitner**

Res. A23-078

Moved by Deputy Mayor, L. Chadd that the CAO report be received as information.

CARRIED

**OPEN FLOOR**

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

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**CLOSED SESSION –  
CONFIDENTIAL ITEM**

None

**NEXT MEETING(S)**

- The next regular meeting of Council is scheduled for July 13, 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 Public Hearing : None Scheduled

**ADJOURNMENT**

Mayor, Ray Hutscal adjourned the meeting at 8:10 p.m.

These minutes approved this 13<sup>th</sup> day of July, 2023.

  
\_\_\_\_\_  
Mayor

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

**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