

**MINUTES**  
**REGULAR COUNCIL MEETING**  
**SUMMER VILLAGE OF ROSS HAVEN, ALBERTA**  
**May 11, 2023**  
**IN-PERSON AND VIA ZOOM**

**ATTENDANCE**

Mayor, Ray Hutschal  
Deputy Mayor, Lolita Chadd  
Councillor, Dieter Brandt  
CAO, Tony Sonnleitner  
4 in Gallery (Including Chief Ives) - 7 Residents via ZOOM

**CALL TO ORDER**

Mayor, R. Hutschal called the meeting to order at 7:05 p.m.

**AGENDA**

Res. A23-059

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

CARRIED

**MINUTES**

Res. A23-060

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

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

CARRIED

**DELEGATIONS**

None

**PUBLIC HEARINGS**

None

**NEW BUSINESS**

- a) **Bylaw 298-2023 – Fees and Charges**

Res. A23-061

Moved by Mayor, R. Hutschal that Bylaw 298-2023 – Fees and Charges be given first reading.

CARRIED

Res. A23-062

Moved by Councillor, D. Brandt that Bylaw 298-2023 – Fees and Charges be given second reading.

CARRIED

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Res. A23-063

Moved by Mayor, R. Hutschal that Bylaw 298-2023 – Fees and Charges be presented for Unanimous Consent to proceed to third reading.

CARRIED

Res. A23-064

Moved by Deputy Mayor, L. Chadd that Bylaw 298-2023 – Fees and Charges be given third reading.

CARRIED

**b) 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

**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),  
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)

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

No Action to be taken on this item – Information Only

**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.

No Action to be taken on this item – Information Only

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**e) Grant Officer Report**

Res. A23-067

Moved by Mayor, R. Hutscal that the Grant Officer Report be accepted for information and that Administration arrange a meeting (via Zoom or other) with Dwight Moskalyk to discuss some of the grant offerings.

CARRIED

**FINANCIAL REPORTS**

**a) Financial Statements**

Res. A23-068

Moved by Mayor, R. Hutscal that the April 2023 financial statements be received as information.

CARRIED

**CORRESPONDENCE**

- a) Onoway Regional Fire Services – 2023 Annual Report**
- b) Ross Haven – Playground Inspection Report**

Res. A23-069

Moved by Mayor, R. Hutscal that the Playground Inspection report be brought back for Council review at the June 8, 2023 regular meeting of Council, and that during the interim Public Works be directed to follow through to the recommended repairs. Further, that the Onoway Regional Fire Services – 2023 Annual Report be accepted for information.

CARRIED

**COUNCILLOR REPORTS**

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

Res. A23-070

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

CARRIED

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**CAO REPORT**

Res. A23-071

**a) CAO, Tony Sonnleitner**

Moved by Mayor, R. Hutscal that the CAO report be received as information.

CARRIED

**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 June 8, 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 Hutscal adjourned the meeting at 8:15 p.m.

These minutes approved this 8<sup>th</sup> day of June, 2023.

  
\_\_\_\_\_  
Mayor

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

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**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