

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
February 8, 2024  
IN-PERSON AND VIA ZOOM**

**ATTENDANCE**

Mayor, Ray Hutschal  
Deputy Mayor, Lolita Chadd  
Councillor, Dieter Brandt  
CAO, Tony Sonnleitner

Gallery: ZOOM: 7 Residents  
Chief Dave Ives  
Kevin Walters

**CALL TO ORDER**

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

**AGENDA**

Res. A24-012

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

CARRIED

**MINUTES**

Res. A24-013

Moved by Deputy Mayor, L. Chadd that the following meeting minutes be approved:

- a) Minutes of the Regular Meeting – January 11, 2024.

CARRIED

**DELEGATIONS**

Res. A24-014

- a) **Chief Dave Ives – Joint Fire Dispatch Protocol / Preparation for new contract.**

Chief Ives canvassed Council for input on their desires for servicing standards in the future, and for a future contract.

Moved by Deputy Mayor, L. Chadd that the presentation be accepted for information.

CARRIED

- b) **Kevin Walters – Proposed 8/9 Street Parkway Drainage Project**

Kevin Walters appraised Council of concerns he has with the proposed drainage works for the 8/9 Street Parkway, and solutions he might recommend.

Res. A24-015

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

CARRIED

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
February 8, 2024  
IN-PERSON AND VIA ZOOM**

**PUBLIC HEARINGS**

None

**NEW BUSINESS**

**Entrance Gate (7a)**

Res. A24-016                      Moved by Councillor, D. Brandt that Council continue to investigate the costs and logistics of installing a Security Gate at the entrance to the Community.

CARRIED

**2024 Budget Process – 5 Year Capital Plan (7b)**

Council reviewed the latest iterations of the documents "Capital Priorities for 2024 Budget Planning and Capital Spending by year for 2024 Budget Planning.

Res. A24-017                      Moved by Mayor, R. Hutschal that the documents and the updated draft of our multi-year capital plan, as discussed during the meeting, be accepted for information.

CARRIED

**Grant Officer Report. (7c)**

Res. A24-018                      Moved by Deputy Mayor, L. Chadd that the Grant Officer report be received as information.

CARRIED

**Review of Ross Haven Planning Documents – Update (7d)**

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).

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
February 8, 2024  
IN-PERSON AND VIA ZOOM**

**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)
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 Spring 2024 (Date and Time TBD) 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

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
February 8, 2024  
IN-PERSON AND VIA ZOOM**

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

No Action to be taken on this item – Information Only

**Development Permit Update – 2024 (7e)**

No new Development Permits since last report. No action to be taken on this item – Information Only

**Assessment Review Board (ARB) – Appointment of ARB Chairman, Certified ARB Clerk, and Certified ARB Panelists (7f)**

Res. A24-019

Moved by Deputy Mayor, L. Chadd that Council appoint ARB officials for 2024 as follows:

1. ARB Chairman – Raymond Ralph
2. Certified ARB Clerk – Gerryl Amarin
3. Certified Panelists:
  - i. Darlene Chartrand
  - ii. Sheryl Exley
  - iii. Tina Groszko
  - iv. Stewart Hennig
  - v. Richard Knowles
  - vi. Denis Meier
  - vii. Raymond Ralph

CARRIED

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
February 8, 2024  
IN-PERSON AND VIA ZOOM**

**FINANCIAL REPORTS**

**a) Financial Statements**

Res. A24-020

Moved by Deputy Mayor, L. Chadd that the January 2024 financial statements be received as information.

CARRIED

**CORRESPONDENCE**

**None**

**COUNCILLOR REPORTS**

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

Res. A24-021

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

CARRIED

**CAO REPORT**

- a) CAO, Tony Sonnleitner - Attached**

Res. A24-022

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 at this meeting.

**CLOSED SESSION –  
CONFIDENTIAL ITEM**

None

**NEXT MEETING(S)**

- The next regular meeting of Council is scheduled for March 14, 2024 at 7:00 p.m. The meeting will 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, R. Hutscal adjourned the meeting at 8:43 p.m.

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
February 8, 2024  
IN-PERSON AND VIA ZOOM**

These minutes approved this 14<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
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
23DP03-27	410 – 4 St	Jul 23	Yes Demo, Construct SDD, Sewer + Well	Approved
23DP04-24	410 – 4 St	Sep 1	Yes Construct In-Ground Pool	Approved
23DP05-24	800 Parkins	Nov 7	Yes Construct Acc. Build (371.6 Sq. M.)	Approved