

**MINUTES**  
**REGULAR COUNCIL MEETING**  
**SUMMER VILLAGE OF ROSS HAVEN, ALBERTA**  
**January 9, 2025**  
**IN-PERSON AND VIA ZOOM**

**ATTENDANCE**

Mayor, Ray Hutschal – Via ZOOM  
Deputy Mayor, Lolita Chadd – Via Zoom  
Councillor, Dieter Brandt  
CAO, Tony Sonnleitner

Gallery: 0                      ZOOM: 4 Residents

**CALL TO ORDER**

Mayor, R. Hutschal called the meeting to order at 7:00 P.M.

**AGENDA**

Res. A25-001

Moved by Councillor, D. Brandt that the meeting agenda be adopted as presented, with the addition of item 7e) Investigation of Purchase of 500 Parkins Avenue

CARRIED

**MINUTES**

Res. A25-002

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

- a) Minutes of the Regular Meeting – December 12, 2024.

CARRIED

**DELEGATIONS**

**None**

**PUBLIC HEARINGS**

**None**

**NEW BUSINESS**

- a) **Retention of a Returning Officer for 2025 Municipal Elections.**

Res. A25-003

Moved by Deputy Mayor, L. Chadd that Milestone Municipal Services be engaged to provide the Returning Officer and hold the 2025 Municipal Elections for the Summer Village of Ross Haven.

CARRIED

- b) **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 Summer of 2025.

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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)
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 Fall 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

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Municipal Development Plan	March	June	July	August
Municipal Sustainable Plan	March	June	July	August
Intermunicipal Collaborative Plan	March	June	July	August
Land Use Bylaw	April	July	August	September

No Motion.

**c) Development Permit Update – 2025.**

No Action to be taken on this item – Information Only.

**d) Proposed Redistricting of Lands described as Plan 4100 MC, Block A.**

Res. A25-004

Moved by Mayor, R. Hutscal that the letter from the representative of the Lands be accepted for information.

CARRIED

**e) Proposed Purchase of “Lands” described as Plan 7093 KS, Block B : 500 Parkins Avenue.**

Res. A25-005

Moved by Mayor, R. Hutscal that the CAO prepare a survey / letter to be sent to all landowners, seeking input from the community on the proposed purchase of the Lands and investigate funding options.

CARRIED

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**FINANCIAL REPORTS**

**a) Financial Statements**

Res. A25-006

Moved by Councillor, D. Brandt that the December 2024 financial statements be received as information.

CARRIED

**CORRESPONDENCE**

**None**

**COUNCILLOR REPORTS**

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

Res. A25-007

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

CARRIED

**CAO REPORT**

**a) CAO, Tony Sonnleitner**

Res. A25-008

Moved by Mayor, R. Hutscal that the CAO Report be accepted for information.

CARRIED

**OPEN FLOOR**

Members of the community availed themselves of the opportunity to speak to Council at this meeting.

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**CLOSED SESSION –  
CONFIDENTIAL ITEM**

Res. A25-009

Moved by Mayor, R. Hutscal that, pursuant to Section 197(2) of the *Municipal Government Act*, Council move In-Camera at 8:15 P.M. to discuss the following item:

1. “Legal Matter” – FOIP Act, Section 27

In favour Hutscal, Chadd & Brandt.

CARRIED

Res. A25-010

Moved by Mayor, R. Hutscal that Council return to the public meeting at 8:49 P.M.

In favour Hutscal, Chadd & Brandt.

CARRIED

**NEXT MEETING(S)**

- The next regular meeting of Council is scheduled for February 13, 2025. The meeting will be held at the Onoway Civic Centre (Note: Council Chambers have moved Southward in the same building – Address Changes to 4808 – 51 Street) and via ZOOM. Check the Summer Village of Ross Haven website, [www.rosshaven.ca](http://www.rosshaven.ca), for details.

**ADJOURNMENT**

Mayor, R. Hutscal adjourned the meeting at 8:50 P.M.

These minutes approved this 13<sup>th</sup> day of February 2025.

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Mayor

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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>
23DP03-27	410 – 4 St	Jul 23	Yes Demo, Construct SDD, Sewer + Well	Approved
23DP04-27	410 – 4 St	Sep 1	Yes Construct In-Ground Pool	Approved
24DP03-27	524 – 5 ST	Sept 19	Yes Construct Deck (31.2 Sq. M.)	Approved