

**MINUTES  
REGULAR COUNCIL MEETING  
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA  
June 12, 2025  
IN-PERSON AND VIA ZOOM**

**ATTENDANCE**

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

Gallery: 2                      ZOOM: 3 Residents

**CALL TO ORDER**

Mayor, R. Hutschal called the meeting to order at 6:57 p.m.

**AGENDA**

Res. A25-063

Moved by Councillor, D. Brandt that the meeting agenda be adopted as presented, with the addition of a delegation – Edward & Barb Kennedy.

CARRIED

**MINUTES**

Res. A25-064

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

- a) Minutes of the Regular Meeting – May 8, 2025.

CARRIED

**DELEGATIONS**

- a) **Edward & Barb Kennedy – Upland Landowner - Letter of Consent**

Res. A25-065

Moved by Deputy Mayor, L. Chadd that the presentation be accepted for information and that Administration prepare a letter authorizing the delegates to make an application to the Province for a Field Authorization for vegetation removal from Lac Ste. Anne adjacent to Municipally held lands at Plan 4883 KS; Lot P3.

CARRIED

**PUBLIC HEARINGS**

**None**

**NEW BUSINESS**

- a) **2025 Operating Budget – 3 Year Operating Plan – Revised June 12, 2025**

Res. A25-066

Moved by Mayor, R. Hutschal that the revised 2025 Operating Budget and 3 Year Operating Plan be approved.

CARRIED

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**b) 5 Year Capital Budget - 2025 – through 2023 – Revised  
June 12, 2025.**

Res. A25-067

Moved by Councillor, D. Brandt that the revised 5 Year Capital Budget – 2025 through 2023 be approved.

CARRIED

**c) 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 2025.

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,

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3. Providing input at the Council Open House. The next Council Open House is scheduled for Spring 2026 (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	June	September	October	November
Municipal Sustainable Plan	June	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 – April 10, 2025 Year to date**

Development Permit 25DP01-27  
 Pt. SE-8-55-3-W5M : 700 Parkins Avenue  
 Construction of an Accessory Building (12' X 14' = 15.6 sq. m.).

Information only – No Motion.

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**FINANCIAL REPORTS**

**a) Financial Statements**

Res. A25-068

Moved by Mayor, R. Hutscal that the May 2025 financial statements be received as information.

CARRIED

**CORRESPONDENCE**

**a) Playground Report**

Res. A25-069

Moved by Deputy Mayor, L. Chadd that the 2025 Playground Report be received as information and that the cracked and damaged panels be replace with plexi-glass.

CARRIED

**COUNCILLOR REPORTS**

**a) Mayor, Ray Hutscal - Verbal**

**b) Deputy Mayor, Lolita Chadd – Verbal**

**c) Councillor, Dieter Brandt – Attached and Verbal**

Res. A25-070

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

CARRIED

**CAO REPORT**

**a) CAO, Tony Sonleitner – Written & Verbal**

Res. A25-071

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

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**NEXT MEETING(S)**

- Organizational Meeting of Council is scheduled for July 10, 2025 at 7:00 p.m., followed immediately by the Regular Meeting of Council. Both meetings 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. Hutschal adjourned the meeting at 7:57 p.m.

These minutes approved this 10<sup>th</sup> day of July, 2025.

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Mayor

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Chief Administrative Officer

**Development Permits:**

Permit #	Lot	Date	Website Use	Status
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
25DP01-27	700 Parkins	June 12	Yes Construct Acc Building (15.6 Sq. M.)	Approved