

AGENDA FOR THE REGULAR MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO BE
HELD ON JULY 10, 2025 AT THE ONOWAY CIVIC CENTRE – PUBLIC
PARTICIPATION IN-PERSON AND VIA ZOOM COMMENCING AT 7:00 P.M.

DETAILS FOR MEETING ACCESS POSTED ON THE ROSS HAVEN WEBSITE

1) Call to Order:

2) Acknowledgement:

(Read: "***We wish to acknowledge that the land on which we gather is Treaty 6 territory and a traditional meeting ground and home for many Indigenous Peoples, including Cree, Saulteaux, Niitsitapi (Blackfoot), Métis, and Nakota Sioux Peoples***".)

3) Acceptance of Agenda:

4) Adoption of the Previous Minutes:

P 5-9

- Minutes of the Regular Meeting – June 12, 2025

(Motion to approve minutes as read, or with amendments thereto)

5) Public Hearings: None scheduled.

6) Delegations: None

7) New Business:

a) **Replace trees on Plan 4100 MC, Block 11, Lot 50A**

There are two rows of trees on 950 9th Street Property that are on the north side of the walkway from 9th street to the 8/9 Parkway. When the sewer line was installed along the walkway, the installation must have damaged the roots of the trees that are close to the walkway. All the trees that are in the row closest to the walkway are now dead, where they were healthy before. The second row of trees, that are a bit further from the walkway appear to be healthy. On the assumption that these trees died due to the sewer project that the village undertook, propose that we work with the property owner for a satisfactory replacement of those trees. We can use LGFF capital money as part of future projects to cover those costs, thus no cost to the village rate payers.

(Motion to approve our CAO to work with the property owner of 950 9th Street to replace the trees with a mutually agreeable replacement. Propose that the property owner coordinates the work, and provides the costs to the village for reimbursement, or other direction of Council at meeting time).

b) **Temporary Exit from the Village**

We do not have an official temporary exit from the village. An option for a temporary exit is to have an exit from the end of Parkins Avenue / beginning of 10th street through the Bible Camp lands, and through the neighbouring County resident's land to the West, connecting to their driveway and exiting out of RR35. Council has discussed this and received preliminary agreement with both property owners to proceed. Costs would be the sole responsibility of Ross Haven. Items to be completed include: complete drawings / scope of work, which include removal of loose fill on bible camp property, add gravel between 10th street and the fence of the County resident, add culvert(s) on the newly graveled lane way, cut fence between

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Bible Camp / County Property, remove fence post, add double gate, add a load of gravel on County property's resident in front of garage, and signage. We can use LGFF capital money to cover those costs, thus no cost to the village rate payers.

(Motion to approve Bolson Engineering to complete drawings / scope of work for this temporary emergency exit for review, approval by the impacted landowners and the village, or other direction of Council at meeting time.).

c) **Permanent Exit from the Village**

With the purchase of 500 Parkins Avenue, the Village can create a permanent emergency exit from the village. We would have the land from Parkins Avenue north. To travel west to connect to TWP RD 551a, we would need to negotiate with either the Bible Camp or the County resident to the North for the land to use as a roadway. Negotiation with LSAC may also be required. We can use LGFF capital money to cover those costs, thus no cost to the village rate payers.

(Motion to approve Bolson Engineering to complete survey of the west side of 500 Parkins Avenue, the east / north side of bible camp lines, and the impacted County residents / LSAC road to draw out the two options for Council's further negotiation with the stakeholders, or other direction of Council at meeting time.).

d) **Entry / Exit Gate to the Village**

We previously discussed and agreed to the merits of having a gate within the Summer Village of Ross Haven. To proceed, would like to confirm no provincial issues with installation of a gate, and review gate installation with other communities that have a gate installed.

(Motion to approve our CAO to investigate recent community gate installations, and identify lessons learned, challenges with installation, etc. Also review installation of the gate with Municipal Affairs to identify any guidelines or restrictions from the province, or other direction of Council at meeting time.).

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

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).

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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, 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
2. Providing input during the open session at any of our monthly council meetings,
3. Providing formal input / submission at the Public Hearing for the proposed Bylaws.

Planning Document Review Timeline - 2025				
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

(Action as directed by Council at meeting time.).

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f) **Development Permit Update – 2025 to date**

No new permits for June 2025.

(Action as directed by Council at meeting time.).

9) Financial Reports:

a) June 2025 Financial Reports

No report for this meeting – Information to be provided at next meeting of Council.

(No Action Required).

10) Correspondence: None

11) Councillor Reports:

- P 10
- a) Mayor - Attached
 - b) Deputy Mayor
 - c) Councillor

(Motion to accept for information.).

12) Administrator's Report

a) CAO Report

(Motion to accept for information.).

13) Open Floor Discussion – (15 minute time limit)

14) Closed Session - None.

Adjournment: Next Meeting - Regular Meeting of Council: August 14, 2025

**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.

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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.

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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, for details.
- Next Public Hearing : None Scheduled

ADJOURNMENT

Mayor, R. Hutschal adjourned the meeting at 7:57 p.m.

These minutes approved this 10th day of July, 2025.

Mayor

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

Councillor Report - Ray Hutscal - June 2025

• LILSA / Water Levels / Water Quality

- Meeting June 24, 2025. I couldn't attend but sharing info below.
- AGM coming up August 9, 9:30am to 11:30am. Location likely at Alberta Beach at the Agliplex. Several positions will be available if anyone wants to volunteer. I will be continuing with the LILSA Board.
- EM Fluids received all permits and permissions to install three pieces of equipment on Friday, June 27 on Lake Isle. LILSA will have their students clean the equipment bi-weekly, and maintain / assist with water sampling. EM Fluids is installing three devices. EMF technology affects properties of polar liquids, such as water, on a large scale with minimal energy. This is achieved by introducing a subtle stimulus which triggers a cascading effect that propagates throughout the waterbody to a distance of up to 20 hectares. Website: <https://www.emfluids.com/>



• 500 Parkins Avenue

- Waived final condition pertaining to financing! The Village of Ross Haven will be the owner of the ~44 acres of land known as 500 Parkins Avenue.
- Deal closes on July 25. Until that time, those lands are still Private Property, and residents should not be going on to the property unless you have permission of the owners. The Community Gardens will be continued and can be accessed as normal.

• General Village Items

- **Drainage issues** on parkway between 8th Street and 9th Street, and Portion of 8th street that runs parallel to lake.
 - *Update: Parkway - Work completed, but concerns with the elevation difference in walkway, and water still does not fully travel as expected. Flagged to Bolson / Rock Hill for review and identification of next steps.*
 - *Update – 8th Street – Work completed as specified, appears to be working as expected. Complete.*
- **Road, drainage, and safety issues** at the round-a-bout of 4th street.
 - *Update: Provided comments to Bolson Engineering, expecting Issued for Tender drawings by July 25. Planning to complete work this fall. Will utilize LGFF capital money.*
- **Drainage issues** on 5th/6th parkway
 - *Update: Work completed as specified, appears to be working as expected. Complete.*
- **Road and drainage issues** on 7th street
 - *Update: Work completed as specified, appears to be working as expected. Complete.*
- **Temp / Permanent Emerg Exit** – Dieter and I met with stakeholders, and got agreement. Summarized in email to relevant parties, came up with a project plan, introduced motions for this meeting.

Ray Statistics Update (Month of June)

Incoming Emails	174	Meeting / Telephone Hours	4
Sent Emails	42	Total Hours	11