

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
July 10, 2025
IN-PERSON AND VIA ZOOM**

ATTENDANCE

Mayor, Ray Hutschal – Via ZOOM
Deputy Mayor, Dieter Brandt
Councillor, Bruce Stonehouse
CAO, Tony Sonnleitner

Gallery: Dwight Moskalyk, Commissioner of Oaths
ZOOM: 2 Residents

CALL TO ORDER

Mayor, R. Hutschal called the meeting to order at 7:33 p.m.

AGENDA

Res. A25-091

Moved by Deputy Mayor, D. Brandt that the meeting agenda be adopted as presented, with the addition of a 7(g) Advertisement for an Integrity Officer.

CARRIED

MINUTES

Res. A25-092

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

- a) Minutes of the Regular Meeting – June 12, 2025.

CARRIED

DELEGATIONS

None

PUBLIC HEARINGS

None

NEW BUSINESS

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

Res. A25-093

Moved by Deputy Mayor, D. Brandt that Administration and Public Works work with the Landowner of Plan 4100 MC, Block 11, Lot 50A (the "Lands") to facilitate the replacement of trees upon the Lands, with a mutually agreeable replacement, that were damaged as part of the Sewer Line installation. Further, the property owner will coordinate the work and provide the costs to the village for reimbursement.

CARRIED

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b) Temporary Exit from the Village.

Res. A25-094

Moved by Mayor, R. Hutschal to approve Bolson Engineering to complete drawings / scope of work for a temporary emergency exit, for review, approval by the impacted landowners and the village. The proposal would see the construction of a temporary exit from the end of Parkins Avenue / beginning of 10th street through Plan 4100 MC;; A and through the neighbouring lands within Lac Ste. Anne County SW 8-55-3-W5M to the West, connecting to their driveway and exiting out to RR35.

CARRIED

c) Permanent Exit from the Village.

Res. A25-095

Moved by Mayor, R. Hutschal to approve Bolson Engineering to complete survey of the west side of Plan 7093 KS;; Lot B, the east / north side of 4100 MC; A, and the impacted Lac Ste. Anne County residents / LSAC road to draw out the two options for Council's further negotiation with the stakeholders.

CARRIED

d) Entry / Exit Gate to the Village.

Res. A25-096

Moved by Mayor, R. Hutschal to approve Administration 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.

CARRIED

e) 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).

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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 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

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

No Action to be taken on this item – Information Only

f) Development Permit Update – July 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.

g) Search for Integrity Officer

Moved by Mayor, R. Hutscal to approve Administration seek the services of an Integrity Officer. The position is to be advertised on the Ross Haven website and on the RHCL website.

CARRIED

FINANCIAL REPORTS

a) Financial Statements

No Report for this month.

CORRESPONDENCE

None

COUNCILLOR REPORTS

- a) Mayor, Ray Hutscal – Written and Verbal**
- b) Deputy Mayor, Dieter Brandt – Verbal**
- c) Councillor, Bruce Stonehouse – Welcome to Council**

Res. A25-097

Moved by Councillor, B. Stonehouse that the Councillor Reports be received as information.

CARRIED

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CAO REPORT

a) CAO, Tony Sonnleitner – Verbal

Res. A25-098

Moved by Mayor, R. Hutschal, 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)

- Regular Meeting of Council is scheduled for August 14, 2025 at 7:00 p.m. Meeting 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 8:53 p.m.

These minutes approved this 14th day of August, 2025.

Mayor

Chief Administrative Officer

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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