

**MINUTES
REGULAR COUNCIL MEETING
SUMMER VILLAGE OF ROSS HAVEN, ALBERTA
November 13, 2025
IN-PERSON AND VIA ZOOM**

ATTENDANCE

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

Gallery: 0 ZOOM: 4 Residents

CALL TO ORDER

Mayor, R. Hutschal called the meeting to order at 7:27 p.m.

AGENDA

Res. A25-128

Moved by Councillor B. Stonehouse that the meeting agenda be adopted as presented with the addition of item 7(c) Asset Management Project.

CARRIED

MINUTES

Res. A25-129

Moved by Mayor, R. Hutschal that the following meeting minutes be approved:

- a) Minutes of the Regular Meeting – October 9, 2025.

CARRIED

DELEGATIONS

None

PUBLIC HEARINGS

None

NEW BUSINESS

a) 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 2026.

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:

Sending your comments by email to our CAO at cao@rosshaven.com

Providing input during the open session at any of our monthly council meetings,

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).

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

b) Development Permit Update

No Action to be taken on this item - Information Only

c) Asset Management Project.

Res. A25-130

Moved by Deputy Mayor, D. Brandt that the Summer Village of Ross Haven approve the asset management proposal from Matthewson & Co. in cooperation with the Summer Villages of Lac Ste. Anne County East be approved to a maximum cost of \$1000.00 for the Summer Village of Ross Haven.

CARRIED

FINANCIAL REPORTS

a) Financial Statements

Res. A25-131

Moved by Councillor, B. Stonehouse the October 2025 financial statements be received as information.

CARRIED

CORRESPONDENCE

None

COUNCILLOR REPORTS

- a) Mayor, Ray Hutschal – Verbal**
- b) Deputy Mayor, Dieter Brandt – Written and Verbal**
- c) Councillor, Bruce Stonehouse – Written and Verbal**

Res. A25-132

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

CARRIED

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CAO REPORT

a) CAO, Tony Sonnleitner – Written & Verbal

Res. A25-133

Moved by Deputy Mayor, D. Brandt, 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 December 11, 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 8:17 p.m.

These minutes approved this 11th day of December 2025.

Mayor

Chief Administrative Officer

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Development Permits:

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