

**AGENDA FOR THE ORGANIZATIONAL MEETING OF COUNCIL FOR THE
SUMMER VILLAGE OF ROSS HAVEN IN THE PROVINCE OF ALBERTA TO
BE HELD ON AUGUST 13, 2026 AT THE ONOWAY CIVIC CENTRE – PUBLIC
PARTICIPATION IN-PERSON AND VIA ZOOM COMMENCING AT 7:00 P.M.**

1) Call to Order (By CAO)

2) Acceptance of Agenda for August 13, 2026 Organizational Meeting.

3) Election of Mayor – Nominations.

4) Election of Deputy Mayor – Nominations.

5) Swearing in of the Mayor, Deputy Mayor

6) Appointment of Committee Appointee's:

a) Emergency Management/Disaster Services _____ (Alternate _____)

b) Regionalization and Shared Services _____ (Alternate _____)

c) Onoway Regional Medical Clinic _____ (Alternate _____)

d) North 43 Lagoon Commission _____ (Alternate _____)

e) Highway 43 East Waste Commission _____ (Alternate _____)

f) WILD Regional Water Commission _____

g) FCSS All members of Council

h) Onoway Regional Fire Services _____ (Alternate _____)

i) Summer Villages of Lac Ste. Anne County E. _____ (Alternate _____)

Other appointments: Lake Isle & Lac Ste Anne Water Quality Management Society,
Inter-Municipal Collaboration (ICF) / Inter-Municipal Development Plan, East End
Bus, Yellowhead Regional Library, Lac Ste. Anne Foundation, and Alberta Summer
Villages Association, Alberta Urban Municipalities Association.

7) Confirmation of Municipal Auditor – Seniuk & Marcato.

8) Confirmation of POPA & ATIA Coordinator – CAO, Tony Sonnleitner

9) Appointment of Integrity Commissioner – NO INCUMBANT AT THIS TIME

10) Appointment / Confirmation of Community Peace Officer – Currently LSAC CPO

11) Confirmation of Subdivision Authority – All of Council

12) Confirmation of Chief Administrative Officer – Tony Sonnleitner

13) Confirmation of Legal Counsel – Reynolds Mirth Richards & Farmer

14) Appointment of Municipal Assessor – Travis Horne – Municipal Assessment Services
Group

15) DESIGNATED OFFICERS

a) Confirmation of Municipal Assessor – Travis Horne – Municipal Assessment
Services Group

b) Confirmation of Development Officer – Tony Sonnleitner

c) Appointment of Assessment Review Board Clerk – Gerryl Amorin, Capital Region
Assessment Services Commission

d) Confirmation of Weed Inspector – Jackie Gamblin

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16) Subdivision & Development Appeal Board – Designates from Lac Ste. Anne County,

being: Stacey Wagner, Jane Holman, Cindy Suter, and Trinity Hindes, per SDAB contract, be appointed as Clerks of the SDAB and Designated Officers of the Municipality.

17) Assessment Review Board – Designates from Capital Region Assessment Services Commission.

18) FINANCIAL CONFIRMATION

a) Signing Authority – All of Council and CAO

- Currently two signatures required
- One signature to any member of Council
- One signature to be CAO, Tony Sonnleitner

b) Banking Authority – Royal Bank of Canada (RBC)

c) Council Remuneration & Expense Reimbursement Policy (Attached Policy).

19) MEETING DATES - Set date, time, and place of regular meetings. (was second Thursday of each month commencing at 7:00 p.m. at the Onoway Civic Centre and teleconferencing (ZOOM Meeting) be deemed an acceptable method of holding a meeting and that any changes be posted on the website).

20) MUNICIPAL OFFICE LOCATION – 700 Parkins Avenue within the Summer Village of Ross Haven

21) COUNCIL'S LEGISLATIVE RESPONSIBILITIES – Distributed to Council: Roles and Responsibilities of Municipal Officials, Pecuniary Interest for Municipal Councillors, What Every Councillor Needs to Know, A Council Member Handbook, Municipal Government Act, and the Council & Procedural Bylaw (pursuant to Section 208(1)(d) of the Municipal Government Act outlining Council's legislative responsibilities be acknowledged as received).

22) Adjournment.