

**SUMMER VILLAGE OF BIRCHCLIFF
ORGANIZATIONAL MEETING
JULY 18, 2024**

*Minutes of an organizational meeting of Council held on July 18, 2024,
in the Summer Villages on Sylvan Lake Administration Office in the
Town of Sylvan Lake.*

PRESENT: Roger Dufresne
Ann Zacharias
Frank Tirpak

STAFF PRESENT: Tanner Evans, CAO
Teri Musseau, Recording Secretary
Kara Hubbard, Development Officer

CALL TO ORDER

Tanner Evans, C.A.O. called the meeting to order at 9:01 a.m.

AGENDA

BCC-24-088 MOVED by Councillor Zacharias that the agenda be accepted as presented.

CARRIED

SELECTION OF MAYOR

Tanner Evans, C.A.O., called for nominations for Mayor.

BCC-24-089 MOVED by Councillor Tirpak
Mayor THAT Roger Dufresne be appointed as Mayor.

CARRIED

Tanner Evans turned the meeting over to Mayor.

SELECTION OF DEPUTY MAYOR

Mayor Dufresne called for nominations for the position of Deputy Mayor.

BCC-24-090 MOVED by Councillor Tirpak
Deputy Mayor THAT Councillor Zacharias be appointed as Deputy Mayor.

CARRIED

**APPOINTMENT OF ASSESSOR AND AUDITOR FOR THE 2024
FINANCIAL YEAR**

BCC-24-091 MOVED by Councillor Tirpak
Assessor THAT Wild Rose Assessment be appointed Assessor for the Summer
Village of Birchcliff.

CARRIED

BCC-24-092 MOVED by Deputy Mayor Zacharias
Auditor That the Metrix Group be appointed as Auditors for the 2024 Financial
Year.

CARRIED

**APPOINTMENTS TO VARIOUS COMMITTEES, COMMISSIONS
AND BOARDS**

BCC-24-093
MPC

MOVED by Mayor Dufresne
THAT the following be appointed to the Municipal Planning
Commission:

- Council Representative – Deputy Mayor Zacharias
- Council Representative – Councillor Tirpak
- Citizen at Large Representative – Michael Wells
- Citizen at Large Representative – Jonathan Paulgaard
- Citizen at Large Representative – Susan Bell

CARRIED

BCC-24-094
SDAB

MOVED by Deputy Mayor Zacharias
THAT the following be appointed to the Subdivision and Development
Appeal Board:

- Council Representative – Mayor Dufresne
- Citizen at Large Representative – Jim Freake
- Citizen at Large Representative – Karen McCaffery
- Recording Secretary - Teri Musseau

CARRIED

**APPOINTMENTS TO VARIOUS INTERMUNICIPAL COUNCIL
COMMITTEES, COMMISSIONS AND BOARDS**

BCC-24-095
Joint Services
Committee

MOVED by Councillor Tirpak
THAT Mayor Dufresne be appointed as Council Representative to the
Joint Services Committee.

CARRIED

BCC-24-096
BIR Emergency
Management

MOVED by Deputy Mayor Zacharias
THAT Mayor Dufresne, Deputy Mayor Zacharias, and Councillor
Tirpak be appointed as Council Representatives to the Birchcliff
Emergency Management Committee.

CARRIED

BCC-24-097
LREMP

MOVED by Mayor Dufresne
THAT Deputy Mayor Zacharias be appointed as Council
Representatives to the Lacombe Emergency Management Plan
Advisory Committee with Councillor Tirpak as the alternate.

CARRIED

BCC-24-098
IDPC

MOVED by Deputy Mayor Zacharias
THAT Mayor Dufresne be appointed as Council Representatives to the
Intermunicipal Development Plan Committee with Councillor Tirpak as
the alternate.

CARRIED

BCC-24-099
SLRWWC

MOVED by Mayor Dufresne
THAT Deputy Mayor Zacharias be appointed as Summer Village of
Birchcliff Representative to the Sylvan Lake Regional Water &
Wastewater Commission with Councillor Tirpak as alternate.

CARRIED

Initials

APPOINTMENT TO VARIOUS COMMITTEES AT LARGE

BCC-24-100
PRLB

MOVED by Deputy Mayor Zacharias
THAT Julie Maplethorpe from the Summer Village of Jarvis Bay be appointed as Council Representative for all 5 Summer Villages to the Parkland Regional Library Board.

CARRIED

ADJOURNMENT

BCC-24-101
ADJOURNED

MOVED by Mayor Dufresne
THAT being the agenda matters have been concluded, the meeting adjourned at 9:08 a.m.

CARRIED

Roger Dufresne, Mayor

Tanner Evans, Administrator

Initials