

Summer Village of Birchcliff
Regular Meeting Minutes
December 12, 2024

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held December 12, 2024, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE Mayor: Roger Dufresne
Deputy Mayor: Ann Zacharias
CAO: Tanner Evans
Development Officer: Kara Hubbard
Recording Secretary: Teri Musseau

CALL TO ORDER The Meeting was called to order at 10:08 a.m. by Mayor Dufresne.

AGENDA

BCC-24-160 MOVED by Deputy Mayor Zacharias that the agenda be adopted as amended:

Move E-3-A after delegation and budget before delegation
CAO update during Council reports

CARRIED

CONFIRMATION OF MINUTES

BCC-24-161 MOVED by Mayor Dufresne that the minutes of the regular meeting of Council held on November 21, 2024, be approved as presented.

CARRIED

REQUEST FOR DECISION

FINANCE

BCC-24-162 2025 – 2028 Budget
MOVED by Deputy Mayor Zacharias that Council approve the 2025 Budget as amended.

CARRIED

Council recess at 11:08 a.m.

Council reconvened at 11:14 a.m. with Frank Tirpak present.

DELEGATION

Frank Tirpak joined Council to request Council reconsider their previous decision to have him bring his property into compliance with the Land Use Bylaw and possibly amend his encroachment agreement to include stairs and small shed.

BCC-24-163 Request for Reconsideration
MOVED by Mayor Dufresne that Council accept for the request for reconsideration as information.

CARRIED

Council recess at 11:38 a.m.

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Council reconvened at 11:41 a.m.

COUNCIL & LEGISLATION

- BCC-24-164** 2025 Election
MOVED by Deputy Mayor Zacharias that Council declare June 7th, 2025, as Nomination Day for the 2025 General Election.
CARRIED
- BCC-24-165** MOVED by Mayor Dufresne that Council declare June 28th, 2025, as the date for the Advanced Poll.
CARRIED
- BCC-24-166** MOVED by Deputy Mayor Zacharias that Council declare July 5th, 2025, as the date for the General Election.
CARRIED
- BCC-24-167** MOVED by Deputy Mayor Zacharias that Council declare Teri Musseau as Returning Officer and Carolyn Widmer as Substitute Returning Officer for the General Election.
CARRIED
- BCC-24-168** By-Election
MOVED by Mayor Dufresne that Council declare January 25, 2025, as Nomination Day for the 2025 General Election.
CARRIED
- BCC-24-169** MOVED by Deputy Mayor Zacharias that Council declare February 15, 2025, as the date for the Advanced Poll.
CARRIED
- BCC-24-170** MOVED by Mayor Dufresne that Council declare February 22, 2025, as the date for the General Election.
CARRIED
- BCC-24-171** MOVED by Deputy Mayor Zacharias that Council declare Teri Musseau as Returning Officer and Carolyn Widmer as Substitute Returning Officer for the General Election.
CARRIED
- BCC-24-172** MOVED by Mayor Dufresne that Administration contact the Minister and request permission to allow for voting by special ballot.
CARRIED

COUNCIL REPORTS

- Mayor Dufresne
- Joint Services Committee HR Subcommittee
 - Megan Hanson, Mayor, Town of Sylvan Lake
 - Barb Shephard, Reeve, Lacombe County
 - WSP
 - ABmunis

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Deputy Mayor Zacharias

- Sylvan Lake Regional Water and Wastewater Commission upcoming meeting
- Lacombe Regional Emergency Management Advisory Meeting

CAO Evans

- Lacombe Regional Emergency Management Plan Meeting
- Interviews for CPO position
- Fire & Flood meeting
- Sylvan Lake Intermunicipal Development Plan conversation with Lacombe County

BCC-24-173

MOVED by Deputy Mayor Zacharias that Council accept the Council reports as information.

CARRIED

NEXT MEETING

BCC-24-174

MOVED by Mayor Dufresne that the next meeting of Council be held January 16, 2025, at 9:00 a.m.

CARRIED

ADJOURNMENT

BCC-24-175

MOVED by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 12:55 p.m.

CARRIED

ROGER DUFRESNE, MAYOR

TANNER EVANS, CAO