

Summer Village of Birchcliff
Regular Meeting Minutes
June 20, 2024

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff,
Province of Alberta, held June 20, 2024, in the Summer Villages on Sylvan
Lake Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE Mayor: Roger Dufresne
Deputy Mayor: Ann Zacharias
Councillor: Frank Tirpak
Finance Manager: Tina Leer
Public Works Manager: Justin Caslor
Development Officer: Kara Hubbard
Recording Secretary: Teri Musseau

CALL TO ORDER The Meeting was called to order at 9:00 a.m. by Mayor Dufresne.

AGENDA

BCC-24-074 MOVED by Councillor Tirpak that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

BCC-24-075 MOVED by Deputy Mayor Zacharias that the minutes of the regular meeting of Council held on May 23, be approved as presented.
CARRIED

INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Public Works Report
- 3) Development Report
- 4) CAO Report
- 5) Shared Committees

BCC-24-076 MOVED by Councillor Tirpak that Council accept the information items as presented.
CARRIED

REQUEST FOR DECISION

COUNCIL & LEGISLATION

BCC-24-077 Local Government Fiscal Framework (LGFF) MOA
MOVED by Deputy Mayor Zacharias that Council authorize the Mayor and CAO to sign the LFGG Capital and Operating funding agreements
CARRIED

BCC-24-078 Bulrush Award
MOVED by Deputy Mayor Zacharias that Council nominate the Summer Villages of Birchcliff, Jarvis Bay, and Norglenwold, for their efforts in moving forward with the climate plan and providing the template for all Summer Villages.
CARRIED

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BCC-24-079 Community Pier Program
MOVED by Deputy Mayor Zacharias that Council table the Community Pier Program until the next meeting for amendments.
CARRIED

Council recess at 10:08 a.m.

Council reconvened at 10:15 a.m.

PUBLIC WORKS

BCC-24-080 2024 Paving Contract
MOVED by Mayor Dufresne that Council table the paving contract until the next meeting for further information.
CARRIED

PLANNING & DEVELOPMENT

Bylaw #252-24 Municipal Development Plan
BCC-24-081 MOVED by Mayor Dufresne that Council give 1st reading to the Municipal Development Plan Bylaw #252-24 and schedule a public hearing for the July 18, 2024, Council meeting.
CARRIED

Bylaw #251-24 Land Use Bylaw Amendment Bylaw
BCC-24-082 MOVED by Mayor Dufresne that Council table the Land Use Bylaw Amendment Bylaw #251-24 for further amendments.
CARRIED

FINANCE

BCC-24-083 Surplus distribution
MOVED by Mayor Dufresne that Council distribute the \$1,107,362.50 surplus balance by adding an additional \$10,000 to the Mill Rate Stabilization Reserves which represents 5% of taxes, topping off all Council targets, and moving the balance of funds into the open space reserve as follows:

<u>Reserve</u>	<u>Target</u>	<u>Allocation</u>
Accumulated Surplus	\$ 25,000	\$ 629.13
 Reserves		
General Contingency Reserve	\$200,000	\$152,153.26
Roads, Streets, etc. Reserve	\$500,000	\$149,789.44
Sewer Operations Reserve	\$ 25,000	\$ 14,331.82
Wastewater Capital Reserve	\$300,000	\$300,000.00
Open Spaces Reserve	\$100,000	\$421,958.85
Information Technology & Facilities	\$ 10,000	\$ 8,500.00
Infrastructure Reserve		
Fleet Replacement Reserve	\$ 50,000	\$ 50,000.00
Mill Rate Stabilization	\$ 20,000	\$ 10,000.00
	CARRIED	

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COUNCIL REPORTS

BCC-24-084 MOVED by Councillor Tirpak that Administration amend the Procedural Bylaw to allow for recording of the Council meetings by Administration for the purpose of minutes, with the recording to be destroyed after the adoption of the minutes by Council.

CARRIED

Councillor Tirpak

- No reports

Deputy Mayor Zacharias

- No reports

Mayor Dufresne

- No reports

COMMITTEE REPORTS

Julie Maplethorpe, Summer Village of Jarvis Bay

- Parkland Regional Library Board

CORRESPONDENCE

- Forestry and Parks

BCC-24-085 MOVED by Deputy Mayor Zacharias that Council accept the Council, Committee and Correspondence items as information.

CARRIED

NEXT MEETING

BCC-24-086 MOVED by Mayor Dufresne that the next meeting of Council be held July 18, 2024, at 9:00 a.m.

CARRIED

ADJOURNMENT

BCC-24-087 MOVED by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 12:22 p.m.

CARRIED

ROGER DUFRESNE, MAYOR

TANNER EVANS, CAO