

Summer Village of Birchcliff  
Regular Meeting Minutes  
April 17, 2025

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff,  
Province of Alberta, held April 17, 2025, in the Summer Villages on Sylvan  
Lake Administration Office at Sylvan Lake, Alberta.

<b>IN ATTENDANCE</b>	Mayor:	Roger Dufresne
	Deputy Mayor:	Ann Zacharias
	Councillor:	Jonathan Paulgaard
	CAO:	Tanner Evans
	Recording Secretary:	Teri Musseau

**CALL TO ORDER** The Meeting was called to order at 9:04 a.m. by Mayor Dufresne.

**AGENDA**

**BCC-25-040** MOVED by Deputy Mayor Zacharias that the agenda be adopted as amended:

ADD: CAO Report

CARRIED

**CONFIRMATION OF MINUTES**

**BCC-25-041** MOVED by Deputy Mayor Zacharias that the minutes of the regular meeting of Council held on March 20, 2025, be approved as presented.

CARRIED

**INFORMATION ITEMS**

CAO Report

The CAO provided updates and answered questions relating to:

- Trail extension capital project
- Lacombe County resident tying into municipal sewer line
- Land Use Bylaw rewrite
- Dock storage billing
- Dock installations
- New stair access to dock
- RA4 communal dock area letters

**BCC-25-042** MOVED by Deputy Mayor Zacharias that Council accept the CAO report as information.

CARRIED

**REQUEST FOR DECISION**

**FINANCE**

**BCC-25-043** Assessor Renewal Request  
MOVED by Deputy Mayor Zacharias that Council accept the proposal from Wildrose Assessment and name Kevin Bohlken from Wildrose Assessment as the assessor for the next 5 years.

CARRIED

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- BCC-25-044**      Auditor Renewal Request  
MOVED by Councillor Paulgaard that Council accept the proposal from Metrix Group and grant an extension to continue using Metrix Group as the auditor for the next 3 years.  
CARRIED
- Bylaw #256-25**      2025 Mill Rate Bylaw  
**SBC-25-046**      MOVED by Deputy Mayor Zacharias that Council give 1<sup>st</sup> reading to the 2025 Mill Rate Bylaw #256-25.  
CARRIED
- SBC-25-047**      MOVED by Councillor Paulgaard that Council give 2<sup>nd</sup> reading to the 2025 Mill Rate Bylaw #256-25.  
CARRIED
- SBC-25-048**      MOVED by Mayor Dufresne that Council by unanimous consent give 3<sup>rd</sup> reading to the 2025 Mill Rate Bylaw #256-25 at this meeting.  
CARRIED UNANIMOUSLY
- SBC-25-049**      MOVED by Deputy Mayor Zacharias that Council give 3<sup>rd</sup> and final reading to the 2025 Mill Rate Bylaw #256-25.  
CARRIED

**COUNCIL REPORTS**

Deputy Mayor Zacharias

- Update on swag for Annual Information Meeting
- Lacombe Regional Emergency Management Plan Advisory Committee

Councillor Paulgaard

- No reports

Mayor Dufresne

- Terry Somerville new member-at-large for SDAB

- SBC-25-050**      MOVED by Deputy Mayor Zacharias that Council accept the Council reports as information.  
CARRIED
- SBC-25-051**      MOVED by Deputy Mayor Zacharias that Council appoint Jordan Fleck to the Municipal Planning Commission as a member-at-large.  
CARRIED

**NEXT MEETING**

- BCC-25-052**      MOVED by Mayor Dufresne that the next meeting of Council be held May 15, 2025, at 9:00 a.m.  
CARRIED

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**ADJOURNMENT**

**BCC-25-053**

MOVED by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 9:58 a.m.

CARRIED

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ROGER DUFRESNE, MAYOR

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TANNER EVANS, CAO