

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held August 23, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 9:00 a.m. by Mayor Dufresne with the following being present:

Mayor:	Roger Dufresne
Deputy Mayor:	Ann Zacharias
Administrator:	Phyllis Forsyth
Recording Secretary:	Teri Musseau
Accounting Technician:	Tina Leer
Public:	Phil Swanson Pete Weddell

AGENDA APPROVAL: MAYOR ZACHARIAS:
That the July 19, 2018 Regular Meeting Agenda be adopted as amended:

Staff Reports
E.6. Survey Information
E.7. Bi-election update

1624/18 CARRIED

CONFIRMATION OF MINUTES: DEPUTY MAYOR ZACHARIAS:
That the July 19, 2018 Regular Meeting Minutes be adopted as presented.

1625/18 CARRIED

CONFIRMATION OF MINUTES: DEPUTY MAYOR ZACHARIAS:
That the July 19, 2018 Municipal Planning Commission Minutes be adopted as presented.

1626/18 CARRIED

CONFIRMATION OF MINUTES: DEPUTY MAYOR ZACHARIAS:
That the July 19, 2018 Organizational Minutes be adopted as amended.

1627/18 CARRIED

Chris Loov joined the meeting at 9:02 a.m.

DELEGATION: 1. **Missing Link**

Phil Swanson joined Council to answer questions regarding the installation of the fiber backbone through the Summer Village of Birchcliff.

Phil will provide written update to Administration.

Koralyn Lemmon joined the meeting at 9:04 a.m.

Phil Swanson left the meeting at 9:13 a.m.



Initials

DELEGATION: 2. Pete Weddell

Pete Weddell joined Council to request an extension from hooking into the Municipal Sewer System.

MAYOR DUFRESNE:

That Administration to draft a wastewater extension policy, that includes the following mandatory requirements:

- No running water
- Pump out tank (septic fields will not be considered)
- Tank inspection
- Proof of annual pump out

And further Council table until after creation of policy.

1628/18

CARRIED

Pete Weddell left the meeting at 9:28 a.m.

STAFF REPORTS: 1. Staff Reports

Administration provided the following reports for Council consideration:

- Survey Results for paving utility right of way
 - results – no paving
 - 2 – no response, 7 yes and 3 no
- Bi-Election Update
- Accounts Payable
- Financial
- Subdivision and Development Appeal Board Training
- Public Works
- Development

DEPUTY MAYOR ZACHARIAS:

That Council accepts the items as information and authorized payment of payables.

1629/18

CARRIED

Tina Leer left the meeting at 9:49 a.m.

REQUESTS FOR DECISION:

PUBLIC WORKS: 1. Transportation Safety Evaluation

Chris Loov provided Council with a quote of \$5,850 received from Stantec to do a transportation study that would evaluate and provide recommendations on speed limits and other safety concerns within the Summer Village.

DEPUTY MAYOR ZACHARIAS:

That Administration include funds in 2019 Budget with study to be completed in late Spring.

1630/18

CARRIED



Initials

PUBLIC WORKS:

2. Wastewater Connection Extension - Sproat

Chris Loov provided Council with a request from Anne Sproat and Bernice Hayhoe for an exemption to tie into the municipal wastewater line.

DEPUTY MAYOR ZACHARIAS:

That Council table until after completion of wastewater extension policy.

1631/18

CARRIED

PUBLIC WORKS:

3. Wastewater Connection Extension

Chris Loov provided Council with a request from Jon Rivard for a one year extension to tie into the municipal wastewater line.

MAYOR DUFRESNE:

That Council approve the extension for one year as Administration has received a Development Application.

1632/18

CARRIED

**PLANNING &
DEVELOPMENT:**

1. Fees Bylaw

Koralyn Lemmon provided Council with an amendment to the Fees Bylaw to add the Tree Offence Penalty

First Reading of Fees Bylaw Amendment Bylaw #213-18 was given by Deputy Mayor Zacharias.

1633/18

CARRIED

MAYOR DUFRESNE:

That Council schedule a Public Hearing for the Fees Bylaw Amendment Bylaw #213-18 on September 20, 2018 at 10:00 a.m.

1634/18

CARRIED

**PLANNING &
DEVELOPMENT:**

2. Open Space Brochure

Koralyn Lemmon provided Council with a brochure for residents to make them aware of the Municipal open spaces and the permitted uses.

DEPUTY MAYOR ZACHARIAS:

That Council approve the Open Space Brochure as presented for inclusion in the upcoming fall newsletter and welcome packages.

1635/18

CARRIED

Chris Loov and Koralyn Lemmon left the meeting at 10:29 a.m.

INFORMATION ITEMS:

COUNCIL REPORTS: Mayor Dufresne provided his report to Council on the Sylvan Lake Management Committee, Intermunicipal Development Plan Steering Committee, Sylvan Lake Regional Water/Wastewater Commission.



Initials

MAYOR DUFRESNE:
That Administration draft a letter to Minister Phillips regarding
authorities for ice huts.

1636/18

CARRIED

By consensus Council accepts the reports as information.

MEETING DATES: The Summer Village of Birchcliff Council will hold their next
meeting on September 20, 2018 at 9:00 a.m.

1637/18

CARRIED

ADJOURNMENT: The meeting adjourned at 10:52 a.m.

Roger Dufresne, Mayor

Phyllis Forsyth, CAO



Initials