

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held November 16, 2017 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 9:07 a.m. by Mayor Thom Jewell with the following being present:

Mayor:	Thom Jewell
Deputy Mayor:	Roger Dufresne
Councillor:	Ann Zacharias
Administrator:	Phyllis Forsyth
Accounting Technician:	Tina Leer
Recording Secretary:	Teri Musseau

AGENDA APPROVAL: COUNCILLOR ZACHARIAS:
That the December 21, 2017 Regular Meeting Agenda be adopted as amended:

Add:

F.2. Sylvan Lake Management Committee

Remove:

D.1. 109 Birchcliff Road

1416/17 CARRIED

CONFIRMATION OF MINUTES: MAYOR JEWELL:
That the November 16, 2017 Regular Meeting Minutes be adopted as presented.

1417/17 CARRIED

CONFIRMATION OF MINUTES: DEPUTY MAYOR DUFRESNE:
That the November 27, 2017 Municipal Planning Commission Minutes be adopted as presented.

1418/17 CARRIED

CONFIRMATION OF MINUTES: COUNCILLOR ZACHARIAS:
That the November 16, 2017 Public Hearing Minutes be adopted as presented.

1419/17 CARRIED

FINANCIAL & ADMINISTRATIVE:

1. Administrator's Report

Administration provided Council with an update on the status of current projects underway in the Summer Villages.

Council discussed the report.

MAYOR JEWELL:
That Council accept the Administrator Report as information.

1420/17 CARRIED



Initials

**FINANCIAL &
ADMINISTRATIVE:**

2. Financial Reports

Tina Leer provided Council with the following quarterly financial reports:

- Accounts Payable Cheque Listing to November 30, 2017
- Operating Budget Report to November 30, 2017
- Payroll Journal
- Unpaid taxes

DEPUTY MAYOR DUFRESNE:

That Council accept the financial reports as presented.

1421/17

CARRIED

COUNCILLOR ZACHARIAS:

That Council authorize approval of a 2018 interim operating budget for 1/3 of the approved 2017 operating budget, or \$130,571, in order to meet its obligations under the Alberta Municipal Government Act.

1422/17

CARRIED

Tina Leer left the meeting at 9:27 a.m.

**COUNCIL &
LEGISLATIVE:**

1. Joint Service Agreement Amendment

Council discussed a new formula for cost shares between the 5 Summer Villages.

MAYOR JEWELL

That Council approve the cost sharing formula for all costs that cannot be specifically allocated to one or more Summer Villages, be changed to use the Equalized Assessment Methodology and that the Joint Service Agreement and Operational Agreement be amended.

1423/17

CARRIED

Chris Loov joined the meeting at 9:49 a.m.

**COUNCIL &
LEGISLATIVE:**

2. Sylvan Lake Management Committee

Administration provided Council with a request received from the Sylvan Lake Management Committee for Council to participate in the "Team Up to Clean Up" Spring Shoreline Clean-up being held on Saturday, May 26, 2018.

DEPUTY MAYOR DUFRESNE:

That Council approve in principle the support and participation in the 2018 spring shoreline clean up event – "Team Up to Clean Up" to be held on Saturday, May 26, 2018 with the Deputy Mayor Dufresne and Councillor Zacharias to coordinate the event.

1424/17

CARRIED



Initials

PUBLIC WORKS: 1. Public Works Update

Public Works provided Council with an update on the status of current projects underway in the Summer Villages:

- Discussed sewer line flushing recommendations with Pidherney's

Koralyn Lemmon joined the meeting at 9:57 a.m.

- Address signs for the cottages have been delivered and will be installed in the spring
- Discussed snow ploughing changes to policy with contractor and requested research on beet juice products are an alternative for road sanding
- Awaiting quotes for tree planting in spring.

DEPUTY MAYOR DUFRESNE:
That Council accept as information.

1425/17

CARRIED

PUBLIC WORKS: 2. Snow Removal Policy

Chris Loov provided Council with a draft Snow Removal Policy.

COUNCILLOR ZACHARIAS:
That Council adopt the Snow Removal Policy as presented.

1426/17

CARRIED

PLANNING & DEVELOPMENT:

1. Development Update

Koralyn Lemmon reviewed the Development Update. There are currently 15 active development files in the Summer Village and 66 between all 5 Summer Villages.

MAYOR JEWELL:
That Council accept as information.

1427/17

CARRIED

PLANNING & DEVELOPMENT:

2. Land Use Bylaw Amendments 2018

Koralyn Lemmon provided Council with amendments to the Land Use Bylaw for 2018.

DEPUTY MAYOR DUFRESNE:
That Administration add the applicable amendments into the Bylaw then bring back to Council to give first reading and schedule a Public Hearing.

1428/17

CARRIED



Initials

Koralyn Lemmon and Chris Loov left the meeting at 11:20 a.m.

INFORMATION: 1. Council Reports

Councillor Zacharias provided her written report to Council on Alberta Emergency Management Summit.

Deputy Mayor Dufresne provided his report to Council on the Sylvan Lake Management Committee.

Mayor Jewell gave his report to Council on the Sylvan Lake Regional Water/Wastewater Commission.

By consensus Council accepts as information.

MEETING DATES: Birchcliff will hold their next meeting January 18, 2018 at 9:00 a.m.

1429/17

CARRIED

ADJOURNMENT: The meeting adjourned at 12:02 p.m.

Thom Jewell, Mayor

Phyllis Forsyth, CAO



Initials