

*Minutes of a Regular Council Meeting of the Summer Village of Birchcliff,
Province of Alberta, held February 21, 2019 in the Summer Village
Administration Office at Sylvan Lake, Alberta.*

CALL TO ORDER: The Meeting was called to order at 8:57 a.m. by Mayor Dufresne with the following being present:

Mayor:	Roger Dufresne
Deputy Mayor:	Ann Zacharias
Councillor:	Marvin Hood
Administrator:	Phyllis Forsyth
Recording Secretary:	Teri Musseau
Accounting Technician:	Tina Leer
Development Officer:	Tanner Evans
Public Works Coordinator:	Chris Loov

AGENDA APPROVAL: COUNCILLOR HOOD:
That the February 21, 2019, Regular Meeting Agenda be adopted as amended:

1709/19 Closed Meeting – FOIP Section 24 - Pathway
CARRIED

CONFIRMATION OF MINUTES: 1. **January 17, 2019 Regular Meeting Minutes**
DEPUTY MAYOR ZACHARIAS:
That Council approve the January 17, 2019 Regular Meeting Minutes as presented.

1710/19 CARRIED

CONFIRMATION OF MINUTES: 2. **January 17, 2019 Municipal Planning Commission Minutes**
DEPUTY MAYOR ZACHARIAS:
That Council approve the January 17, 2019 Municipal Planning Commission Minutes as presented.

1711/19 CARRIED

STAFF REPORTS: 1. **Staff Reports**
Administration provided the following reports for Council consideration:

- Accounts Payable Report
- Financial Report
- Annual Information Meeting

1712/19 MAYOR DUFRESNE:
That Council authorize Administration to purchase door prizes for the Annual Information Meeting not to exceed \$500.00.
CARRIED

- Municipal Accountability Program
- ASVA Provincial Election Strategy
- Public Works Report
- Development Update



Initials

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

1713/19

CARRIED

**FINANCE &
ADMINISTRATION:**

1. Capital Budget

Tina Leer provided Council the Capital Budget for 2019.

COUNCILLOR HOOD:
That Council approve the 2019 Capital Budget as presented.

1714/19

CARRIED

**FINANCE &
ADMINISTRATION:**

2. 3 Year Plan

Tina Leer provided Council the 3 Year Operational Plan.

DEPUTY MAYOR ZACHARIAS:
That Council approve the 3 Year Operational Plan as presented.

1715/19

CARRIED

Recess for Public Hearing at 9:52 a.m.

Reconvened at 10:38 a.m. with same people as at beginning at meeting with the exception of Tina Leer.

**PLANNING &
DEVELOPMENT:**

1. Land Use Bylaw Amendments Public Hearing

Council discussed comments received at the Public Hearing for the Land Use Bylaw Amendments Bylaw #215-19.

Councillor Hood recused himself from the meeting at 11:17 a.m. prior to discussion about site development (Part Four – Church Camp (CC1) District), due to conflict of interest as employee of Sunnyside Camp.

Second reading of the Land Use Bylaw Amendments Bylaw #215-19 was given by Deputy Mayor Zacharias as amended.

1716/19

CARRIED

Third reading of the Land Use Bylaw Amendments Bylaw #215-19 was given by Deputy Mayor Zacharias as amended.

1717/19

CARRIED

Councillor Hood rejoined the meeting at 11:23 a.m.

**COUNCIL &
LEGISLATION:**

1. Cannabis Bylaw

Administration provided Council with the Cannabis Bylaw tabled at the October 11, 2018 Council meeting.

First reading of the Cannabis Bylaw #214-18 was given by Deputy Mayor Zacharias.



Initials

1718/19

CARRIED

Second reading of the Cannabis Bylaw #214-18 was given by Councillor Hood.

1719/19

CARRIED

MAYOR DUFRESNE:
That Council give third reading of the Cannabis Bylaw #214-18 at this meeting.

1720/19

CARRIED

Third reading of the Cannabis Bylaw #214-18 was given by Deputy Mayor Zacharias.

1721/19

CARRIED

**COUNCIL &
LEGISLATION:**

2. Committee Remuneration Policy

Administration provided Council with the Committee Remuneration Policy for reimbursing Committee Members for time, travel and subsistence while attending meetings and training.

COUNCILLOR HOOD:
That Council approve the Committee Remuneration Policy as presented.

1722/19

CARRIED

PUBLIC WORKS:

1. Green Space Policy

Chris Loov provided Council with the Green Space Policy for review and possible amendments.

DEPUTY MAYOR ZACHARIAS:
That Council accept as information.

1723/19

CARRIED

PUBLIC WORKS:

2. Road Maintenance and Repair Policy

Chris Loov provided Council with the draft Road Maintenance and Repair Policy for review and consideration.

MAYOR DUFRESNE:
That Council approve the Road Maintenance and Repair Policy as presented.

1724/19

CARRIED

**PLANNING &
DEVELOPMENT:**

2. Cannabis Brochure

Tanner Evans provided Council with the Cannabis Brochure to provide residents the cannabis regulations.

COUNCILLOR HOOD:
That Council approve the Cannabis Brochure as amended and Administration send to residents via email blast.

1725/19

CARRIED



Initials

COUNCIL REPORTS: Mayor Dufresne provided his report to Council on Sylvan Lake Management Committee.

Deputy Mayor Zacharias provided an update on upcoming meetings with Parkland Regional Library Board and Emergency Management Advisory Committee.

Julie Maplethorpe, Summer Village of Jarvis Bay, provided her written reports on the Sylvan Lake Library Board.

By consensus Council accepts the reports as information.

MEETING DATES: The Summer Village of Birchcliff Council will hold their next meeting on March 21, 2019 at 9:00 a.m.

1726/19

CARRIED

CLOSED MEETING: 1. FOIP Section 24 – Advise from Officials

MAYOR DUFRESNE:

That Council meets as a committee of the Whole for the purpose of discussing Freedom of Information and Protection of Privacy Act section as below at 11:50 a.m.

Section 24 – Advice from Officials

Disclosure could reasonably be expected to reveal:

- Advice, proposals, recommendations, analyses or policy options developed by or for a municipality, or
- Consultations or deliberations involving officers or employees of a municipality, or
- Positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations, or
- Plans related to the management of personnel or the administration of the municipality that have not yet been implemented, or
- Information, including the proposed plans, policies or projects of the municipality, if the disclosure could reasonably be expected to result in disclosure of a pending policy or budgetary decision.

1727/18

CARRIED

Meeting reverted to open meeting at 11:56 a.m.

MAYOR DUFRESNE:

That Administration thank all members of the Pathway Committee for their time and moving forward the planning and implementation to be continued in Council with more information available on the pathway at the Annual Information Meeting in July.

ADJOURNMENT: The meeting adjourned at 11:58 a.m.

Roger Dufresne, Mayor

Phyllis Forsyth, CAO



Initials