

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held January 17, 2019 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 9:06 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

AGENDA APPROVAL: DEPUTY MAYOR ZACHARIAS:
That the January 17, 2019, Regular Meeting Agenda be adopted as amended:

E.A.4. Minister's Award for Municipal Excellence
E.A.5. Roles & Responsibilities Policy
Move E.B.3. before E.B.1.

1696/19

CARRIED

CONFIRMATION OF MINUTES:

1. **December 20, 2018 Regular Meeting Minutes**

COUNCILLOR HOOD:

That Council approve the December 17, 2018 Regular Meeting Minutes as presented.

1697/19

CARRIED

STAFF REPORTS:

1. **Staff Reports**

Administration provided the following reports for Council consideration:

- Accounts Payable
- Quarterly Financial
- Audit Planning Letters

Tina Leer left the meeting at 9:36 a.m.

- Public Works
- Changes to Emergency Management Act
- Development

MAYOR DUFRESNE:

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

1698/19

CARRIED

COUNCIL & LEGISLATION:

1. **Permission for Pier**

Council discussed a request received from Jason McDonald to put his pier and hoist in the same location on the reserve as he has done in previous years.



Initials

Ann Zacharias disclosed a pecuniary interest and recused herself from discussion and decision.

MAYOR DUFRESNE:

That Council approve as presented for 2019; but further discussion is required for "back lot access" during review of Open Space Master Plan and Municipal Development Plan.

1699/19

CARRIED

**COUNCIL &
LEGISLATION:**

2. Municipal Leaders' Caucus

Council discussed the upcoming Municipal Leaders' Caucus being held March 27 & 28 in Edmonton.

DEPUTY MAYOR ZACHARIAS:

That Mayor Dufresne and Councillor Hood attend the Municipal Leaders' Caucus.

1700/19

CARRIED

**COUNCIL &
LEGISLATION:**

3. Minister's Seniors Awards

Administration provided Council information on the Minister's Seniors Awards should Council wish to nominate any residents.

COUNCILLOR HOOD:

That Council accept as information.

1701/19

CARRIED

**COUNCIL &
LEGISLATION:**

4. Roles & Responsibilities Policy

Council discussed their Roles and Responsibilities Policy.

MAYOR DUFRESNE:

That Administration create a road maintenance and green space policy and Administration bring forward a policy for review every meeting.

1702/19

CARRIED

**COUNCIL &
LEGISLATION:**

5. Minister's Award for Municipal Excellence

Administration provided Council information on the Minister's Award for Municipal Excellence should Council wish to nominate a municipality.

MAYOR DUFRESNE:

That Council table for further consideration.

1703/19

CARRIED

**PLANNING &
DEVELOPMENT:**

3. Sunnyside Camp Park Models

Tanner Evans provided Council with a request received from Sunnyside Christian Retreat to amend the Land Use Bylaw to allow for 35 stalls to be occupied by a park model recreational vehicle unit instead of the current 12 stalls.



Initials

Marvin Hood disclosed a pecuniary interest and recused himself from discussion and decision.

MAYOR DUFRESNE:

That Council increase the number of park model recreational vehicle units to 35 and add to the current list of Land Use Bylaw amendments.

1704/19

CARRIED

**PLANNING &
DEVELOPMENT:**

1. Land Use Bylaw Amendments

Tanner Evans provided Council the Land Use Bylaw Amendments Bylaw #215-19.

First reading of the Land Use Bylaw Amendments Bylaw #215-19 was given by Councillor Hood with amendments.

1705/19

CARRIED

DEPUTY MAYOR ZACHARIAS:

That Council schedule the Public Hearing for the Land Use Bylaw Amendments Bylaw #215-19 for February 21st, 2019 at 10:00 a.m.

1706/19

CARRIED

**PLANNING &
DEVELOPMENT:**

2. Municipal Staircases

Tanner Evans provided Council with information on 4 sets of stairs on municipal environmental opens spaces that do not do not go directly to a private property and may be unsafe.

MAYOR DUFRESNE:

That Council table for additional information from Administration.

1707/19

CARRIED

Tanner Evans left the meeting at 10:52 a.m.

INFORMATION ITEMS:

COUNCIL REPORTS: Deputy Mayor Zacharias provided an update on the Birchcliff Pathway Committee.

Mayor Dufresne provided his report to Council on Sylvan Lake Regional Water/Wastewater Commission, and Sylvan Lake Management 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 February 21, 2019 at 9:00 a.m.

1708/19

CARRIED



Initials

ADJOURNMENT: The meeting adjourned at 11:18 a.m.

Roger Dufresne, Mayor

Phyllis Forsyth, CAO



Initials