

Summer Village of Birchcliff  
Regular Meeting Minutes  
January 21, 2021

*Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held January 21, 2021, in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**IN ATTENDANCE**

Mayor:	Roger Dufresne via Zoom
Deputy Mayor:	Ann Zacharias via Zoom
Councillor:	Frank Tirpak via Zoom
CAO:	Tanner Evans via Zoom
Public Works Coordinator:	Chris Loov via Zoom
Junior Development Officer:	Kara Kashuba via Zoom
Recording Secretary:	Teri Musseau
Gallery:	Bryan Smith via Zoom

**CALL TO ORDER**      The Meeting was called to order at 9:03 a.m. by Mayor Dufresne.

**AGENDA APPROVAL**

**BCC-21-001**      MOVED by Councillor Tirpak that the agenda be adopted as amended:  
  
E.2.G. Off-highway Vehicles  
  
CARRIED

**CONFIRMATION OF MINUTES**

**BCC-21-002**      MOVED by Deputy Mayor Zacharias that the minutes of the regular meeting of Council held on December 17, 2020, be approved as presented.  
  
CARRIED

**INFORMATION ITEMS:**

- 1) Accounts Payable Report
- 2) Development Report
- 3) Emergency Services Dispatch Support
- 4) Subdivision Authority

**BCC-21-003**      MOVED by Deputy Mayor Zacharias that the information items be accepted as information.  
  
CARRIED

**REQUEST FOR DECISION**

**FINANCE & ADMINISTRATION**

**BCC-21-004**      Lacombe County Grant Funding  
MOVED by Councillor Tirpak that Council carry the unused 2020 funding forward for a community event in 2021.  
  
CARRIED

**COUNCIL & LEGISLATION**

**BCC-21-005**      2021 Election  
MOVED by Deputy Mayor Zacharias that Council approve the following dates for the 2021 Election:  
  
Nomination Day:      Saturday, June 5<sup>th</sup>, 2021 from 10 a.m. – 12 p.m.  
Advanced Poll:      Saturday, June 26<sup>th</sup>, 2021 from 10 a.m. – 2 p.m.  
Election Day:      Saturday, July 3<sup>rd</sup>, 2021 from 10 a.m. – 7 p.m.  
  
CARRIED

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**BCC-21-006** MOVED by Councillor Tirpak that Council allow for voting by special ballots for the 2021 Election.  
CARRIED

**BCC-21-007** MOVED by Deputy Mayor Zacharias that Council appoint Teri Musseau as Returning Officer and Trudy Dubeau as Substitute Returning Officer for the 2021 Election.  
CARRIED

**Bylaw #223-20**  
**BCC-21-008** Sylvan Lake Intermunicipal Development Plan  
MOVED by Deputy Mayor Zacharias that Council provide 3<sup>rd</sup> and final reading to the Sylvan Lake Intermunicipal Development Plan Bylaw.  
CARRIED

**BCC-21-009** IT Update Recommendation  
MOVED by Councillor Tirpak that Council approve the use of the IT Reserve to purchase a new server, and Administration to do additional research on required equipment.  
CARRIED

**BCC-21-010** Community Pier Policy  
MOVED by Deputy Mayor Zacharias that Administration amend the Community Pier Policy as directed and bring back to the next meeting.  
CARRIED

Council recessed at 10:33 a.m.

Council reconvened at 10:42

**BCC-21-011** Gated Community Policy  
MOVED by Deputy Mayor Zacharias that Council adopt the Gated Community Policy as amended.  
CARRIED

**Bylaw #229-21**  
**BCC-21-012** Use of Reserve, Parks & Pathways Bylaw  
MOVED by Frank Tirpak that Council give 1<sup>st</sup> reading to the Use of Reserve, Parks & Pathways Bylaw #229-21 as amended.  
CARRIED

**Bylaw #230-21**  
**BCC-21-013** Off-Highway Vehicles  
MOVED by Deputy Mayor Zacharias that Council give 1<sup>st</sup> reading to the Off-Highway Vehicle Bylaw #230-21 as amended.  
CARRIED

**PUBLIC WORKS**

**BCC-21-014** Bench Policy  
MOVED by Councillor Tirpak that Council adopt the Memorial Bench Policy as amended.  
CARRIED

**BCC-21-015** Snow Removal Policy  
MOVED by Deputy Mayor Zacharias that Council adopt the Snow Removal Policy as amended.  
CARRIED

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**PALNNING & DEVELOPMENT**

**BCC-21-016**                    Superior Safety Codes Contract Renewal  
MOVED by Councillor Tirpak that Council renew their contract with Superior Safety Codes for another 3-years.

CARRIED

**BCC-21-016**                    Tree Trimming Request  
MOVED by Deputy Mayor Zacharias that Council deny the request for the trimming of trees on Municipal Lands along Birchcliff Road for removal of the dwelling currently at 83 Birchcliff Road.

CARRIED

Kara Kashuba left the meeting at 1:16 p.m.

**COUNCIL REPORTS**

**BCC-21-017**                    MOVED by Councillor Tirpak to accept the following reports as information:

Mayor Dufresne

- Joint Services Committee Human Resources Sub-Committee
- Joint Services Committee
- Newsletter

Deputy Mayor Zacharias

- 

Councillor Tirpak

- No reports

Committee Reports

Julie Maplethorpe, Summer Village of Jarvis Bay

- Sylvan Lake Library Board

Correspondence

- Parkland Regional Library Board

CARRIED

**NEXT MEETING**

**BCC-21-018**                    MOVED by Mayor Dufresne that the next meeting of Council be held February 18, 2021, at 9:00 a.m.

CARRIED

**ADJOURNMENT**

**BCC-21-019**                    Moved by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 1:35 p.m.

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MAYOR DUFRESNE, MAYOR

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TANNER EVANS, CAO