

Summer Village of Birchcliff  
Special Meeting Minutes  
June 23, 2023

Minutes of a Special Council Meeting of the Summer Village of Birchcliff,  
Province of Alberta, held June 23, 2023, in the Summer Villages on Sylvan Lake  
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

**CALL TO ORDER** The Meeting was called to order at 5:00 p.m. by Mayor Dufresne.

**AGENDA**

**BCC-23-095** MOVED by Mayor Dufresne that the agenda be adopted as presented.  
CARRIED

**CLOSED SESSION**

**BCC-23-096** MOVED by Deputy Mayor Zacharias that Council move to a closed session  
as per FOIP Section 27: Privileged Information at 5:02 p.m.  
CARRIED

**BCC-23-097** MOVED by Mayor Dufresne that Council return to an open meeting at 6:13  
p.m.  
CARRIED

**BCC-23-098** MOVED by Mayor Dufresne that Council Direct Administration to provide  
background on the 21 West End access agreements at the next Council  
meeting. Further, Administration is to move forward with:

- a) discharging caveats registered on title.
- b) Administration to amend the reserves and encroachment policies to  
allow encroachment in the form of stairs for lake access on the  
reserves in front of the 21 properties on the west end.
- c) Administration to draft a letter to engage homeowners on this topic  
as new encroachment agreements will need to be signed and  
properly registered, as Council wishes to continue shoreline  
restoration in that area by January of 2025.

CARRIED

**ADJOURNMENT**

**BCC-23-099** MOVED by Mayor Dufresne that being the agenda matters have been  
concluded, the meeting adjourned at 6:20 p.m.

---

ROGER DUFRESNE, MAYOR

---

TANNER EVANS, CAO