

Summer Village of Birchcliff  
Regular Meeting Minutes  
March 18, 2021

*Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held March 18, 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
Finance Officer:	Tina Leer via Zoom
Junior Development Officer:	Kara Kashuba via Zoom
Receptionist:	Carolyn Widmer via Zoom
Recording Secretary:	Teri Musseau
Delegates:	Phil Dirks via Zoom

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

**AGENDA APPROVAL**

**BCC-21-040** MOVED by Councillor Tirpak that the agenda be adopted as amended:

E.1.B Commissionaires  
E.2.C. Chicken Coop bylaw fee  
E.2.C. Shoreline Stabilization

CARRIED

**CONFIRMATION OF MINUTES**

**BCC-21-041** MOVED by Deputy Mayor Zacharias that the minutes of the regular meeting of Council held on February 18, 2021, be approved as presented.

CARRIED

Phil Dirks left the meeting at 9:25 a.m.

**BCC-21-042** MOVED by Councillor Tirpak that the minutes of the Municipal Planning Commission meeting held on March 1, 2021, be approved as presented.

CARRIED

**DELEGATION**

Phil Dirks from the Metrix Group joined Council to present the 2020 audited financial statements.

**BCC-21-043** MOVED by Deputy Mayor Zacharias that Council accept the 2020 audited financial statements as presented and authorize the Mayor to sign the financial return.

CARRIED

Tina Leer left the meeting at 9:29 a.m.

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**REQUEST FOR DECISION**

**COUNCIL & LEGISLATION**

**BCC-21-044**                    Minister's Awards for Municipal Excellence  
MOVED by Deputy Mayor Zacharias that Council write a letter of support for Lacombe County's nomination of the Sylvan Lake Intermunicipal Development Plan.  

CARRIED

**BCC-21-045**                    Commissionaires Request  
MOVED by Deputy Mayor Zacharias that Council support the request from Lacombe County and Sunbreaker Cove and share equally in the cost of 2 Commissionaires for the boat launch in Sunbreaker Cove with the other 7 municipalities around Sylvan Lake.  

CARRIED

**PUBLIC WORKS**

**BCC-21-046**                    Memorial Bench Policy  
MOVED by Councillor Tirpak that Council adopt the Memorial Bench Policy as amended.  

CARRIED

**BCC-21-047**                    Mowing Contract  
MOVED by Deputy Mayor Zacharias that Council accept the quoted price from Rugged West Maintenance and sign on to a 3-year agreement with a 14-day frequency.  

CARRIED

**BCC-21-048**                    MOVED by Councillor Tirpak that Council amend the Green Space Policy to reflect a 14-day frequency.  

CARRIED

Council break at 10:07 a.m.

Council reconvened at 10:14 a.m. with the same people as at the beginning of the meeting except for Tina Leer and Phil Dirks.

**BCC-21-049**                    Chicken Coop  
MOVED by Deputy Mayor Zacharias that Administration bring back recommendations to Council with amendments to the Chicken Coop Bylaw regarding annual fees.  

CARRIED

**BCC-21-050**                    Shoreline Stabilization  
MOVED by Mayor Dufresne that Council accept as information.  

CARRIED

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**COUNCIL REPORTS**

Mayor Dufresne

- Sylvan Lake Regional Water/Wastewater Commission
- Sylvan Lake Management Committee
- Discuss with Mike Pashak from ASVA
- Pier & hoists meetings with residents
- AUMA upcoming caucus

Deputy Mayor Zacharias

- Parkland Regional Library Board

Councillor Tirpak

- No reports

**BCC-21-051**                      MOVED by Councillor Tirpak to accept the reports as information.  
CARRIED

Kara Kashuba and Carolyn Widmer left the meeting at 10:57 a.m.

**CLOSED SESSION**

**BCC-21-052**                      MOVED by Mayor Dufresne that Council move to a closed session to seek advice from officials as per FOIP Section 16, at 10:58 a.m.  
CARRIED

**BCC-21-053**                      MOVED by Mayor Dufresne that Council return to an open meeting at 11:43 a.m. with the same people as at the beginning of the meeting except for Tina Leer, Kara Kashuba, Phil Dirks and Carolyn Widmer.  
CARRIED

**BCC-21-054**                      MOVED by Councillor Tirpak that Council move forward with tender of Phase 2 extension of pathway to RR15 with an optional price to extend the width of the pathway by .3m; and further, to request a quote to complete the pathway to RR14, also with an option of widening the path by .3m.  
CARRIED

**BCC-21-055**                      MOVED by Deputy Mayor Zacharias that Administration speak to landowners at 126 and 122 Birchcliff Road regarding accessing private lands for the potential for a pathway to be further away from the side of the road.  
CARRIED

**NEXT MEETING**

**BCC-21-056**                      MOVED by Mayor Dufresne that the next meeting of Council be held April 15, 2021, at 9:00 a.m.  
CARRIED

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**ADJOURNMENT**

**BCC-21-057**

Moved by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 11:49 a.m.

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MAYOR DUFRESNE, MAYOR

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TANNER EVANS, CAO