

Summer Village of Birchcliff  
Regular Meeting Minutes  
May 20, 2021

*Minutes of a Regular Council Meeting of the Summer Village of Birchcliff,  
Province of Alberta, held May 20, 2021, in the Summer Village Administration  
Office at Sylvan Lake, Alberta.*

<b>IN ATTENDANCE</b>	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
	Recording Secretary:	Carolyn Widmer via Zoom

**CALL TO ORDER**     The Meeting was called to order at 9:02 a.m. by Mayor Dufresne.

**AGENDA APPROVAL**

**BCC-21-079**             MOVED by Deputy Mayor Zacharias that the agenda be adopted as amended:

D-6     Branding  
D-I-B   R4A Stairs  
D-I-C   Piers

CARRIED

**CONFIRMATION OF MINUTES**

**BCC-21-080**             MOVED by Councillor Tirpak that the minutes of the regular meeting of Council held on April 15, 2021, be approved as presented.

CARRIED

**BCC-21-081**             MOVED by Deputy Mayor Zacharias that the minutes of the Municipal Planning Commission meeting of Council held on April 15, 2021, be approved as presented.

CARRIED

**BCC-21-082**             MOVED by Councillor Tirpak that the minutes of the Municipal Planning Commission meeting of Council held on May 3, 2021, be approved as amended.

CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Quarterly Financial Report

**BCC-21-083**             MOVED by Councillor Tirpak that Administration send the 2 properties with tax arrears their 2021 Tax Notice by registered mail.

CARRIED

**BCC-21-084**             MOVED by Deputy Mayor Zacharias that Administration move Birchcliff's remaining MOST funding grant of \$10,152.74 from Deferred Revenue to the following accounts:

\$ 8,175.55 to Office Supplies

Summer Village of Birchcliff  
Regular Meeting Minutes  
May 20, 2021

\$ 464.76 to IT Expenses  
\$ 256.55 to Facility Maintenance  
\$ 1,255.88 to Other Revenue to offset uncollected taxation  
CARRIED

**BCC-21-085** MOVED by Councillor Tirpak that Administration Transfer the Lacombe County Funding from Deferred Revenue to the 2021 Lacombe Grant Operating Revenue Budget in the amount of \$539.  
CARRIED

Tina Leer left the meeting at 9:41 a.m.

- 3) Development Report
- 4) Municipal Planning Commission Meetings
- 5) Public Works Report
- 6) Branding

**BCC-21-086** MOVED by Deputy Mayor Zacharias that the information items be accepted as information.  
CARRIED

Council break at 10:05 a.m.

Meeting reconvened at 10:15 a.m.

## REQUEST FOR DECISION

## COUNCIL & LEGISLATION

**BCC-21-087** Lot 10 Thevenaz Industrial Trail  
MOVED by Councillor Tirpak that Council transfer \$7,000 from the roads reserves to cover Birchcliff's portion of the purchase of Lot 10 Thevenaz Industrial Trail.  
CARRIED

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## PLANNING & DEVELOPMENT

**BCC-21-088** RA4 Stairs  
MOVED by Deputy Mayor Zacharias that Council approve the stairs on RA4 as discussed.  
CARRIED

**BCC-21-089** Community Piers  
MOVED by Mayor Dufresne that that a signed agreement and plan be in place by Friday May 28<sup>th</sup>. Failing the acceptance of an acceptable plan and signed agreement that the staircase be removed by June 4<sup>th</sup>.  
CARRIED

## COUNCIL REPORTS

Mayor Dufresne

- No reports

Deputy Mayor Zacharias

- Parkland Regional Library Board

Summer Village of Birchcliff  
Regular Meeting Minutes  
May 20, 2021

Councillor Tirpak

- No reports

**Committee Reports**

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board

**BCC-21-090**

MOVED by Councillor Tirpak to accept the reports as information.  
CARRIED

**NEXT MEETING**

**BCC-21-091**

MOVED by Mayor Dufresne that the next meeting of Council be held June 17, 2021, at 9:00 a.m.

CARRIED

**ADJOURNMENT**

**BCC-21-092**

Moved by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 11:43 a.m.

CARRIED

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MAYOR DUFRESNE, MAYOR

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TANNER EVANS, CAO