

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held November 15, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 8:57 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
Public Works Coordinator:	Chris Loov
Development Officer:	Koralyn Lemmon

AGENDA APPROVAL: DEPUTY MAYOR ZACHARIAS:
That the October 11, 2018 Regular Meeting Agenda be adopted as presented.
1669/18 CARRIED

CONFIRMATION OF MINUTES: MAYOR DUFRESNE:
That the October 11, 2018 Regular Meeting Minutes be adopted as presented.
1670/18 CARRIED

CONFIRMATION OF MINUTES: COUNCILLOR HOOD:
That the October 4, 2018 Municipal Planning Commission Minutes be adopted as presented.
1671/18 CARRIED

CONFIRMATION OF MINUTES: DEPUTY MAYOR ZACHARIAS:
That the November 8, 2018 Municipal Planning Commission Minutes be adopted as presented.
1672/18 CARRIED

STAFF REPORTS: 1. **Staff Reports**
Administration provided the following reports for Council consideration:

- Quarterly Administrator's
- Accounts Payable
- Financial
- Risk Indicators
- Public Works
- Development
- Surface Water

DEPUTY MAYOR ZACHARIAS:
That Council accepts the items as information and authorized payment of payables.
1673/18 CARRIED



Initials

**FINANCE &
ADMINISTRATION:**

1. 2019 – 2020 Budget

Tina Leer provided Council the draft 2019 – 2022 Budget.

COUNCILLOR HOOD:

That Council table the 2019 -2022 operating budget for amendments.

1674/18

CARRIED

**FINANCE &
ADMINISTRATION:**

2. Wastewater Utility Update

Tina Leer provided Council an update on the wastewater utilities. To date 11 properties have connection paperwork started but no sign off sheets verifying completion have been received. These properties have paid the utility bill in full.

MAYOR DUFRESNE:

That Council authorize the 11 properties be issued a refund via cheque or credit on taxes in the amount of \$388.40 for 2017 and 2018 once confirmation has been received that they are not connected to the municipal line.

1675/18

CARRIED

Tina Leer left the meeting at 10:46 a.m.

PUBLIC WORKS:

1. 2019 Mowing Contract

Chris Loov provided Council with the 2019 quote received from Don's Home and Lawn Maintenance for mowing.

DEPUTY MAYOR ZACHARIAS:

That Council enter into a one year contract with Don's Home & Lawn Maintenance.

1676/18

CARRIED

PUBLIC WORKS:

2. Vehicle and Equipment Replacement Policy

Chris Loov provided Council with the Vehicle and Equipment Replacement Policy that was presented to the Joint Service Committee and recommended to go to each Summer Village for endorsement.

COUNCILLOR HOOD:

That Council approve the draft Vehicle and Equipment Replacement Policy as presented with funding of reserve to start in 2020

1677/18

CARRIED

PUBLIC WORKS:

3. Adopt-A-Road Policy

Chris Loov provided Council with a draft Adopt-A-Road program for the Summer Village that would require residents to make a 2 year commitment covering 0.5 km and 2 cleanups per year.

MAYOR DUFRESNE:

That Council table for decision after feedback from the Annual Information Meeting.

1678/18

CARRIED



Initials

Chris Loov left the meeting at 10:52 a.m.

**PLANNING &
DEVELOPMENT:**

1. Sylvan Lake Management Committee Land Use Bylaw Reviews

Koralyn Lemmon provided Council with information presented to the Sylvan Lake Management Committee from Red Deer County regarding their Grades/Stormwater Management regulations.

MAYOR DUFRESNE:
That Council accept as information.

1679/18

CARRIED

Koralyn Lemmon left the meeting at 10:56 a.m.

INFORMATION ITEMS:

COUNCIL REPORTS: Mayor Dufresne provided his report to Council on Sylvan Lake Regional Wastewater Commission, Association of Summer Villages of Alberta and Subdivision and Development Appeal Board training.

Deputy Mayor Zacharias provided her report to Council on Parkland Regional Library Board and Birchcliff Pathway Committee.

Ted Hiscock, Summer Village of Half Moon Bay provided his written report on Elder Abuse.

Correspondence was received from Municipal Affairs.

By consensus Council accepts the reports as information.

MEETING DATES: The Summer Village of Birchcliff Council will hold their next meeting on December 20, 2018 at 9:00 a.m.

1680/18

CARRIED

ADJOURNMENT: The meeting adjourned at 12:03 p.m.

Roger Dufresne, Mayor

Phyllis Forsyth, CAO



Initials