

Summer Village of Birchcliff  
Regular Meeting Minutes  
November 25, 2021

*Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held November 25, 2021, in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**IN ATTENDANCE**

Mayor:	Roger Dufresne
Deputy Mayor:	Ann Zacharias
Councillor:	Frank Tirpak via Zoom
CAO:	Tanner Evans via Zoom
Public Works Coordinator:	Chris Loov
Finance Officer:	Tina Leer via Zoom
Development Officer:	Kara Kashuba
Recording Secretary:	Carolyn Widmer

**CALL TO ORDER** The Meeting was called to order at 8:59 a.m. by Mayor Dufresne.

**AGENDA APPROVAL**

**BCC-21-040** MOVED by Deputy Mayor Zacharias that the agenda be adopted as amended:

- E.1.A. Council Opportunity to be removed add Crosswalk Safety Options
- E.2.A. Auditor Engagement
- E.2.C. Budget 2022 – 2025
- F.1.A. Closed Meeting (FOIP Section 17)
- F.3.B. IDP

CARRIED

**CONFIRMATION OF MINUTES**

**BCC-21-041** MOVED by Councillor Tirpak that the minutes of the regular meeting of Council held on September 16, 2021, be approved as amended.  
CARRIED

**BCC-21-042** MOVED by Deputy Mayor Zacharias that the minutes of the regular meeting of Council held on October 14, 2021, be approved as presented.  
CARRIED

**INFORMATION ITEMS**

- a) Accounts Payable
- b) Public Works
- c) Development Update

**BCC-21-043** MOVED by Councillor Tirpak to accept the information items as presented.  
CARRIED

Summer Village of Birchcliff  
Regular Meeting Minutes  
November 25, 2021

**REQUEST FOR DECISION**

**COUNCIL & LEGISLATION**

**BCC-21-044**                    Lacombe Regional Waste Services Commission  
MOVED by Deputy Mayor Zacharias that Council table the item for more information.  
  
CARRIED

**PUBLIC WORKS**

**BCC-21-045**                    Crosswalk Safety Options  
MOVED by Deputy Mayor Zacharias that Council come back with options with respect to swing gates.  
  
CARRIED

**FINANCE**

**BCC-21-046**                    Auditor Engagement  
MOVED by Councillor Tirpak that Council sign engagement letters as presented.  
  
CARRIED

**BCC-21-047**                    Bank Fees  
MOVED by Deputy Mayor Zacharias that Administration change the fees bylaw around credit card payments. Administration will be changing to a ladder system - \$1000 - \$5000 will be a \$50 fee. \$5001 - \$10,000 will be a \$100 fee, continuing to move up accordingly. Council wants what is fair and easy to administer and harmonize across the lake.

CARRIED

MOVED by Deputy Mayor Zacharias that Administration set up e-transfer auto deposit for annual taxes only.

CARRIED

**BCC-21-048**                    Joint Services Committee Budget  
MOVED by Councillor Tirpak to accept the Joint Services Committee Budget as presented.  
  
CARRIED

Council break at 10:13 a.m.

Council reconvened at 10:20 a.m.

**BCC-21-049**                    Budget 2022 - 2025  
MOVED by Councillor Tirpak to table the item and come back with revisions at next Council meeting.  
  
CARRIED

Closed Session

Summer Village of Birchcliff  
Regular Meeting Minutes  
November 25, 2021

**BCC-21-050** MOVED by Mayor Dufresne that Council move to a closed session as per FOIP Section 17, at 11:33 a.m.

CARRIED

**BCC-21-051** MOVED by Mayor Dufresne that Council return to an open meeting at 11:51 a.m.

**COUNCIL REPORTS**

Mayor Dufresne

- No reports

Deputy Mayor Zacharias

- Sylvan Lake Regional Water/Wastewater Commission
- ASVA Conference

Councillor Tirpak

- No reports

**BCC-21-052** MOVED by Councillor Tirpak to accept the reports as information.  
CARRIED

**NEXT MEETING**

**BCC-21-053** MOVED by Mayor Dufresne that the next meeting of Council be held December 16, 2021, at 9:00 a.m.

CARRIED

**ADJOURNMENT**

**BCC-21-054** Moved by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 12:06 p.m.

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MAYOR DUFRESNE, MAYOR

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TANNER EVANS, CAO