

Summer Village of Birchcliff
Regular Meeting Minutes
November 9, 2023

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held November 9, 2023, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE Mayor: Roger Dufresne
Deputy Mayor: Ann Zacharias
Councillor: Frank Tirpak via Zoom
CAO: Tanner Evans
Finance Manager: Tina Leer
Public Works Manager: Justin Caslor
Recording Secretary: Teri Musseau

CALL TO ORDER The Meeting was called to order at 9:00 a.m. by Mayor Dufresne.

AGENDA

BCC-23-155 MOVED by Deputy Mayor Zacharias that the agenda be adopted as amended:

ADD: Closed Session FOIP 27.1 to after G.4.
CARRIED

CONFIRMATION OF MINUTES

BCC-23-156 MOVED by Councillor Tirpak that the minutes of the regular meeting of Council held on September 21, 2023, be approved as presented.
CARRIED

BCC-23-157 MOVED by Deputy Mayor Zacharias that the minutes of the regular meeting of Council held on October 12, 2023, be approved as amended.
CARRIED

BCC-23-158 MOVED by Deputy Mayor Zacharias that the minutes of the Municipal Planning Commission meeting held on October 24, 2023, be approved as presented.
CARRIED

INFORMATION ITEMS

- 1) Accounts Payable
- 2) Quarterly Financial Report
- 3) Public Works Report
- 4) Development Update
- 5) CAO Report
- 6) Resident Letter
- 7) Virtue Letter

BCC-23-159 MOVED by Deputy Mayor Zacharias that Council accept the information items as presented.
CARRIED

Summer Village of Birchcliff
Regular Meeting Minutes
November 9, 2023

TABLED ITEMS

**Bylaw #249-23
BCC-23-160**

Use of Reserves, Parks, & Pathways Bylaw

MOVED by Councillor Tirpak that Council table the Use of Reserves, Parks, & Pathways Bylaw for further review and Administration to amend the bylaw, Section 6 (a), to include removed portion referencing hoists; and further, Administration to formally present the following at a future meeting:

1. Existing agreement versions in place at a future council.
2. The naming of Reserves, Environmental Reserves and EOS's and how those designations may have changed through time and how they should be applied regarding this bylaw.
3. Direction of the MGA and other statutory documents when providing access to municipal lands between the lake and semi waterfront properties
4. Provincial definition and designation for Waterfront, Semi-Waterfront and Back-lot properties.

CARRIED

BCC-23-161

Encroachment Policy

MOVED by Deputy Mayor Zacharias that Council table the Encroachment Policy for further consideration.

CARRIED

Council break at 10:14 a.m.

Council reconvened at 10:25 a.m.

REQUEST FOR DECISION

PUBLIC WORKS

BCC-23-162

Amendment to OS8 Trail/Viewpoint Capital Project

MOVED by Deputy Mayor Zacharias that Council approve the OS8 Viewpoint/Bridge/Pathway project amendment, in the amount of \$124,775 to be funded from Municipal Sustainability Initiative (MSI).

CARRIED

BCC-23-163

Amendment to MSI Application for Administration Building

MOVED by Deputy Mayor Zacharias that Council approve the amendment of the MSI application for the Administration Building Improvements in the amount of \$6,685.99.

CARRIED

BCC-23-164

Shoreline Report for OS16/17 & OS 18/19

MOVED by Councillor Tirpak that Council proceed with the recommended next steps as follows:

- 1) Summer Village to pursue construction option for Toe Armoring remediation;
- 2) Contact Parkland Geo to discuss/view preliminary drawing for Toe Armoring and have a visual representation;

Summer Village of Birchcliff
Regular Meeting Minutes
November 9, 2023

- 3) Contact Alberta Environment to have preliminary discussions or preliminary approval before proceeding with Detailed Design from Parkland Geo Engineering.

CARRIED

FINANCE

- BCC-23-165** Parkland Regional Library Board Budget
MOVED by Deputy Mayor Zacharias that Council approve the 2024 Parkland Regional Library Board 2024 Budget with an increase of .43 from 2023.
CARRIED

- BCC-23-166** Tax and Utility Penalty Removal Request
MOVED by Mayor Dufresne that Council deny the request for the removal of tax and utility penalties as the letter does not establish a bona fide need nor extenuating circumstance.

IN FAVOUR:
Mayor Dufresne
Deputy Mayor Zacharias

OPPOSED:
Councillor Tirpak

CARRIED

- BCC-23-167** 2024 Budget
MOVED by Deputy Mayor Zacharias that Council table the 2024 Budget until the next meeting for amendments.
CARRIED

COUNCIL REPORTS

Councillor Tirpak

- No reports

Deputy Mayor Zacharias

- Highway 20 Functional Planning Study
- Lacombe Regional Emergency Management Plan Advisory Committee

Mayor Dufresne

- Joint Services Committee
- Association of Summer Villages of Alberta Conference
- Sylvan Lake Intermunicipal Development Plan Steering Committee
- Land Use Bylaw Rewrite

COMMITTEE REPORTS

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board
- Parkland Regional Library Board

CORRESPONDENCE

- Deputy Minister, MA
- Highway 20 Functional Planning Study Minutes

Summer Village of Birchcliff
Regular Meeting Minutes
November 9, 2023

BCC-23-168 MOVED by Deputy Mayor Zacharias that Council accept the Council and
Committee items as information.
CARRIED

NEXT MEETING

BCC-23-168 MOVED by Mayor Dufresne that the next meeting of Council be held
December 21, 2023, at 9:00 a.m.
CARRIED

Council Break at 12:16 p.m.

Council Reconvened at 12:24 p.m.

CLOSED SESSION

BCC-23-169 MOVED by Mayor Dufresne that Council move to a closed session to discuss
third party business as per FOIP Section 27, at 12:25 p.m.
CARRIED

BCC-23-170 MOVED by Mayor Dufresne that Council return to an open meeting at 12:58 p.m.
CARRIED

ADJOURNMENT

BCC-23-171 MOVED by Mayor Dufresne that being the agenda matters have been
concluded, the meeting adjourned at 12:59 p.m.

ROGER DUFRESNE, MAYOR

TANNER EVANS, CAO