

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held October 11, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 9:00 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 Assistant:	Kara Kashuba

AGENDA APPROVAL: COUNCILLOR HOOD:
That the October 11, 2018 Regular Meeting Agenda be adopted as amended:

1654/18 Closed Meeting Personnel CARRIED

CONFIRMATION OF MINUTES: DEPUTY MAYOR ZACHARIAS:
That the September 20, 2018 Regular Meeting Minutes be adopted as presented.

1655/18 CARRIED

CONFIRMATION OF MINUTES: MAYOR DUFRESNE:
That the September 20, 2018 Public Hearing Minutes be adopted as presented..

1656/18 CARRIED

STAFF REPORTS: 1. **Staff Reports**

Administration provided the following reports for Council consideration:

- Accounts Payable
- Quarterly Financial
- Public Works
- Development

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

1657/18 CARRIED

FINANCE & ADMINISTRATION:

1. **Donations Review**

Tina Leer provided Council information on remaining funding in the budget for donations and previous organizations Council has donated to.

MAYOR DUFRESNE:
That Council sponsor 4 families with the Sylvan Lake Christmas Bureau.

1658/18 CARRIED



Initials

**FINANCE &
ADMINISTRATION:**

2. Parkland Regional Library Board Budget

Tina Leer provided Council the 2019 Parkland Regional Library Board Budget for review and approval.

COUNCILLOR HOOD:

That Council approve the 2019 Parkland Regional Library Board Budget as presented.

1659/18

CARRIED

Jim MacSween joined the meeting at 9:13 a.m.

Tina Leer left the meeting at 9:14 a.m.

**FINANCE &
ADMINISTRATION:**

3. Electronic Payments

Administration provided Council information on providing an electronic payment option to the webpage.

DEPUTY MAYOR ZACHARIAS:

That Council offer residents electronic payment option on the website through PlastiQ.

1660/18

CARRIED

Kara Kashuba left the meeting at 9:18 a.m.

**COUNCIL &
LEGISLATIVE:**

1. Cannabis Bylaw #214-18

Administration provided Council a draft Cannabis Bylaw addressing when the consumption of Cannabis will be permitted and fines for contravention.

MAYOR DUFRESNE:

That Council table the Cannabis Bylaw Bylaw #214-18 for further information.

1661/18

CARRIED

PUBLIC WORKS:

1. Paving Approval Request

Chris Loov provided Council with a request from the residents at 321 Birchcliff Road to pave a section of road in Birchcliff.

COUNCILLOR HOOD:

That Council table the paving request for legal opinion.

1662/18

CARRIED

PUBLIC WORKS:

2. Sewer Connection Exemption Requests

Chris Loov provided Council with requests received from Lane Cummins, Larry Robinson and Bernice Hayhoe to have an extension until next year to connect to their septic systems to the municipal line due to financial or health reasons.

Jim MacSween addressed Council asking for an extension until 2019 and an extension on penalty charge.



Initials

MAYOR DUFRESNE:

That Administration send letters to all properties not connected by October 31, 2018 that do not qualify under the Wastewater Connection Exemption Policy stating they have until July 1, 2019 to connect to the municipal line or the Summer Village will have work done with resident charged cost of work plus 25%.

1663/18

CARRIED

Chris Loov and Jim MacSween left the meeting at 10:07 a.m.

INFORMATION ITEMS:

COUNCIL REPORTS: Mayor Dufresne provided his report to Council on Alberta Urban Municipalities Association and Sylvan Lake Regional Wastewater Commission.

Deputy Mayor Zacharias provided her report to Council on Birchcliff Pathway Committee.

By consensus Council accepts the reports as information.

MEETING DATES: The Summer Village of Birchcliff Council will hold their next meeting on November 15, 2018 at 9:00 a.m.

1664/18

CARRIED

Teri Musseau left the meeting at 10:39 a.m.

CLOSED MEETING: 1. Personnel

MAYOR DUFRESNE:

That Council meets as a committee of the Whole for the purpose of discussing Freedom of Information and Protection of Privacy Act sections as below.

Confidential evaluations:

19(1) The head of a public body may refuse to disclose to an applicant personal information that is evaluative or opinion material compiled for the purpose of determining the applicant's suitability, eligibility or qualifications for employment or for the awarding of contracts or other benefits by a public body when the information is provided, explicitly or implicitly, in confidence.

(2) The head of a public body may refuse to disclose to an applicant personal information that identifies or could reasonably identify a participant in a formal employee evaluation process concerning the applicant when the information is provided, explicitly or implicitly, in confidence.



Initials

- (3) For the purpose of subsection (2), "participant" includes a peer, subordinate or client of an applicant, but does not include the applicant's supervisor or superior.

1665/18

CARRIED

MAYOR DUFRESNE:

The meeting reverts to an open meeting at 11:50 a.m.

1666/18

CARRIED

ADJOURNMENT:

The meeting adjourned at 11:20 a.m.

Roger Dufresne, Mayor

Phyllis Forsyth, CAO



Initials