

Summer Village of Birchcliff  
Regular Meeting Minutes  
October 23, 2025

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held October 23, 2025, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

**IN ATTENDANCE** Mayor: Roger Dufresne  
Deputy Mayor: Ann Zacharias  
Councillor: Jonathan Paulgaard  
CAO: Tanner Evans  
Returning Officer: Teri Musseau

**CALL TO ORDER** The Meeting was called to order at 9:01 a.m. by Mayor Dufresne.

**AGENDA**

**BCC-25-128** MOVED by Deputy Mayor Zacharias that the agenda be adopted as amended:

D.7. Crosswalks

CARRIED

**CONFIRMATION OF MINUTES**

**BCC-25-129** MOVED by Deputy Mayor Zacharias that the minutes of the regular meeting of Council held on September 15, 2025, be approved as presented.

CARRIED

**BCC-25-130** MOVED by Councillor Paulgaard that the minutes of the Municipal Planning Commission meeting held on September 11, 2025, be approved as presented.

CARRIED

**BCC-25-131** MOVED by Deputy Mayor Zacharias that the minutes of the Municipal Planning Commission meeting held on October 2, 2025, be approved as presented.

CARRIED

**BCC-25-132** MOVED by Mayor Dufresne that the minutes of the Subdivision and Development Appeal Board hearing held on September 12, 2025, be approved as presented.

CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Quarterly Financial Report
- 3) Public Works Report
- 4) Development Report
- 5) CAO Report
- 6) Bylaw Challenge
- 7) Pier Program

**BCC-25-133** MOVED by Councillor Paulgaard that Council accept the information items as presented.

CARRIED

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Council recess at 10:31 a.m.

Council reconvened at 10:44 a.m.

**REQUEST FOR DECISION**

**FINANCE**

**BCC-25-134**      Parkland Regional Library Board Budget  
MOVED by Deputy Mayor Zacharias that Council approve the Parkland Regional Library Board Budget as presented with the \$0.18 increase from 2025.  

CARRIED

**COUNCIL REPORTS**

Mayor Dufresne

- Association of Summer Villages of Alberta Conference

Deputy Mayor Zacharias

- Sylvan Lake Regional Water and Wastewater Commission

Councillor Paulgaard

- No Reports

**COMMITTEE REPORTS**

Julie Maplethorpe

- Parkland Regional Library Board

**SBC-25-135**      MOVED by Deputy Mayor Zacharias that Council accept the Council and Committee reports as information.  

CARRIED

**NEXT MEETING**

**BCC-25-136**      MOVED by Mayor Dufresne that the next meeting of Council be held November 20, 2025, at 9:00 a.m.  

CARRIED

**ADJOURNMENT**

**BCC-25-137**      MOVED by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 11:26 a.m.  

CARRIED

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ROGER DUFRESNE, MAYOR

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TANNER EVANS, CAO