

Summer Village of Birchcliff  
Regular Meeting Minutes  
September 21, 2023

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held September 21, 2023, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

<b>IN ATTENDANCE</b>	Mayor:	Roger Dufresne
	Deputy Mayor:	Ann Zacharias
	Councillor:	Frank Tirpak
	CAO:	Tanner Evans
	Development Officer:	Kara Hubbard
	Public Works Manager:	Justin Caslor
	Recording Secretary:	Teri Musseau

**CALL TO ORDER** The Meeting was called to order at 9:02 a.m. by Mayor Dufresne.

**AGENDA**

**BCC-23-132** MOVED by Deputy Mayor Zacharias that the agenda be adopted as presented.  
CARRIED

**CONFIRMATION OF MINUTES**

**BCC-23-133** MOVED by Councillor Tirpak that the minutes of the regular meeting of Council held on July 20, 2023, be approved as presented.  
CARRIED

**BCC-23-134** MOVED by Deputy Mayor Zacharias that the minutes of the Organizational Meeting of Council held on July 20, 2023, be approved as presented.  
CARRIED

**BCC-23-135** MOVED by Deputy Mayor Zacharias that the minutes of the Municipal Planning Commission meeting held on September 7, 2023, be approved as presented.  
CARRIED

**BCC-23-136** MOVED by Mayor Dufresne that the minutes of the Subdivision and Development Appeal Board meeting on August 1, 2023, be approved as presented.  
CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable
- 2) Development Update
- 3) Quarterly Financial
- 4) CAO Report
- 5) Resident Letter

**BCC-23-137** MOVED by Mayor Dufresne that Council accept the information items as presented.  
CARRIED

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**REQUEST FOR DECISION**

**COUNCIL & LEGISLATION**

**BCC-23-138**            Tendering and Procurement Policy  
MOVED by Councillor Tirpak that Council adopt the Tendering and Procurement Policy as presented.  
CARRIED

**BCC-23-139**            IMPC and ISDAB  
MOVED by Deputy Mayor Zacharias that Council accept the Intermunicipal Planning Commission and Intermunicipal Subdivision and Development Appeal Board item as information.  
CARRIED

**Bylaw #249-23**        Encroachment Policy and Use of Reserves , Parks & Pathways Bylaw  
**BCC-23-140**        MOVED by Councillor Tirpak that Council give 1<sup>st</sup> reading to the Use of Reserves, Parks, and Pathways Bylaw #249-23.  
CARRIED

**BCC-23-141**            MOVED by Deputy Mayor Zacharias that Council hold a Public Hearing for the Use of Reserves, Parks, and Pathways Bylaw #249-23 on October 12, 2023, at 10:00 a.m.  
CARRIED

**BCC-23-142**            MOVED by Deputy Mayor Zacharias that Council table the Encroachment Policy until their next meeting.  
CARRIED

Council break at 10:31 a.m.

Council reconvened at 10:41 a.m.

**BCC-23-143**            Community Pier Policy  
MOVED by Deputy Mayor Zacharias that Council adopt the Community Pier Policy as amended.  
CARRIED

**PUBLIC WORKS**

**BCC-23-144**            Approval for Residential Extra Waste Bin  
MOVED by Councillor Tirpak that Council approves the request for an extra waste bin for residents wishing to have an additional container, with the extra cost being born by the resident who would also be responsible to pay for an extra utility bill for the waste pick up.  
CARRIED

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**PLANNING & DEVELOPMENT**

Agreement Renewal

Councillor Tirpak recused himself due to a pecuniary interest.

- BCC-23- 145**      MOVED by Mayor Dufresne that Council approve the encroachment agreement renewal for 27 Birchcliff Road for a 1-year term leaving both retaining walls, with other structures and encroachments other than the retaining wall to be removed by June 2024, and further, the pier to be arranged to meet the requirements under the provincial disturbance standards.  
CARRIED

**COUNCIL REPORTS**

Councillor Tirpak

- No reports

Deputy Mayor Zacharias

- Upcoming Sylvan Lake Regional Wastewater Commission Meeting

Mayor Dufresne

- Alberta Lake Management Conference
- 2 Subdivision and Development Appeal Board Hearings
- Joint Services Committee HR Subcommittee Meeting
- Climate Caucus

**COMMITTEE REPORTS**

Julie Maplethorpe, Summer Village of Jarvis Bay

- Parkland Regional Library Board

- BCC-23-146**      MOVED by Deputy Mayor Zacharias that Council accept the Council and Committee items as information.  
CARRIED

**NEXT MEETING**

- BCC-23-147**      MOVED by Mayor Dufresne that the next meeting of Council be held October 12, 2023, at 9:00 a.m.  
CARRIED

**ADJOURNMENT**

- BCC-23-148**      MOVED by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 12:03 p.m.

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ROGER DUFRESNE, MAYOR

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TANNER EVANS, CAO