



**REGULAR COUNCIL MEETING**  
**Council Chambers**  
**January 23, 2023 at 7:00 p.m.**

**APPROVED MINUTES**

**IN ATTENDANCE:**

<b><u>COUNCIL</u></b>	Crystal McAteer Boyd Langford Brent Anderson Josh Lambert Mark Liboiron Terry Jessiman Jan Welke	Mayor Deputy Mayor Councillor Councillor Councillor Councillor Councillor
<b><u>STAFF</u></b>	Clark McAskile Jeri Phillips Ruth Rolfe Hayley Gavin Rodney Schmidt Keith Straub Bill Schnarr Charles Carstens Sandra Beaton	Chief Administration Officer Director of Finance & Administration Director of Community Services Director of Planning and Development Director of Protective Services Director of Operations Communications Coordinator Human Resources / IT Municipal Clerk/Recording Secretary

**1. CALL TO ORDER**

Mayor McAteer called the meeting to order at 7:00 p.m.

**2. ADOPTION OF AGENDA**

2.1 Regular Meeting Agenda for  
January 23, 2023

**Resolution# 015-23**

Moved by Councillor Liboiron

THAT Council adopt the January 23, 2023 Meeting Agenda with the addition of New Business items 13.10 Meeting with Minister Nixon and 13.11 Tri-Council meeting date, and 18.2 Little Red River Cree Nation, per FOIP section 21.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

None.

**6. APPROVAL OF THE MINUTES**

6.1 January 9, 2022 Regular  
Council Meeting unapproved minutes.

**Resolution# 016-23**

Moved by Deputy Mayor Langford

THAT Council approve the Regular Council meeting minutes of January 9, 2023 as circulated.

CARRIED

**7. DELEGATION BUSINESS**

None.

**8. MAYOR'S REPORT**

## 8.1 Mayor's report

Jan 10 – 23, 2022

Jan 10 – Community Rail Alliance

Jan 10 – Airport Beautification Task Force meeting

Meeting with Mr. Cole Crook, ATCO

**Resolution# 017-22**

Moved by Councillor Anderson

THAT Council accept the Mayor's report for information.

CARRIED

**9. COUNCIL COMMITTEE REPORTS**9.1 Committee reports on which  
Councillors are appointed:

- Deputy Mayor Langford
- Councillor Anderson
- Councillor Jessiman
- Councillor Liboiron
- Councillor Lambert
- Councillor Welke

Deputy Mayor Langford:

Jan 17 – Upper Hay Forests Public Advisor Group

Jan 18 – Regional Economic Development Initiative

Councillor Anderson:

No meeting to report.

Councillor Jessiman:

Jan 10 – Airport Beautification Task Force

Jan 16 – Tolko donation presentation

Councillor Lambert:

Jan 12 &amp; 19 – Muni 101 (Elected Official Education Program)

Jan 16 – Tolko donation

Councillor Liboiron:

Jan 12 &amp; 19 – Muni 101 (Elected Official Education Program)

Councillor Welke:

No meetings to report.

**Resolution# 018-23**

Moved by Councillor Welke

THAT Council accept the Council Committee Reports for information.

CARRIED

**10. ADMINISTRATIVE REPORTS**

## 10.1 Council's Action List

**Resolution# 019-23**

Moved by Councillor Jessiman

THAT Council accept the Action List for information.

CARRIED

## 10.2 Upcoming Events List

**Resolution# 020-23**

Moved by Councillor Lambert

THAT Council accept the Upcoming Events List for information.

CARRIED

## 10.3 Capital Project Status Report

**Resolution# 021-23**

Moved by Councillor Lambert

THAT Council accept the Capital Project Status Report for information.

CARRIED

**11. ADMINISTRATIVE INQUIRIES**

None.

**12. OLD BUSINESS**

## 12.1 North Service Area Water Supply agreement

**Resolution# 022-23**

Moved by Deputy Mayor Langford

THAT the Town of High Level enter into a Water Franchise Termination Agreement with Mackenzie County;  
AND FURTHER, THAT the Town of High Level enter into a North Service Area Water Supply Agreement with Mackenzie County.

CARRIED

## 12.2 Fire Department Organizational Policy 213-06 update

**Resolution# 023-23**

Moved by Deputy Mayor Langford

THAT Council approve the amendments to the Fire Department Organizational Policy 213-06, and adopt as presented.

CARRIED

**13. NEW BUSINESS**

## 13.1 Quorum - February 21, 2023 Committee of the Whole meeting (re Growing the North Conference, Feb 21-23, 2023)

**Resolution# 024-23**

Moved by Councillor Lambert

THAT Council cancel the February 21, 2023 Committee of the Whole meeting due to the majority of Council attending the Growing the North Conference.

CARRIED

## 13.2 Streets and Sidewalks Bylaw

**Resolution# 025-23**

Moved by Councillor Welke

THAT Council give first reading to Streets and Sidewalks Bylaw 1031-23, being a bylaw to control and regulate the use of highways, sidewalks and public places near them, the parking, traffic and pedestrians thereon the streets, highways and sidewalks.

CARRIED

**Resolution# 026-23**

Moved by Councillor Jessiman  
THAT Council give second reading to Bylaw 1031-23.

CARRIED

**Resolution# 027-23**

Moved by Councillor Lambert  
THAT Council unanimously agree to consider third reading of Bylaw 1031-23.

CARRIED

**Resolution# 028-23**

Moved by Councillor Anderson  
THAT Council give third and final reading to Streets and Sidewalks Bylaw 1031-23.

CARRIED

13.3 Little Red River Cree First Nation request for partnership  
- From the Jan 16/2023 CoW meeting.

Moved to Closed Session, Item 18.2  
Inter-government Negotiations, per FOIP, section 21

13.4 2023 ToHL Organizational Chart  
- From the Jan 16/2023 CoW meeting.

**Resolution# 029-23**

Moved by Councillor Welke  
THAT Council approve the Organization Chart as presented and based on the approved 2023 Wage and Salary Grid (Resolution 434-22) and 2023 Interim Operating Budget (Resolution 435-22).

CARRIED

13.5 RFD: Annexation Application  
Boundary Change

**Resolution# 030-23**

Moved by Deputy Mayor Langford  
THAT Council rescind Resolution #315-22; and

FURTHER, THAT Council adds SE-33-109-19-5 and 792 2039; 1 to the current Annexation Application totaling approximately 1,935 hectares of lands to be annexed from Mackenzie County; and

FURTHERMORE, THAT the Town of High Level sends a letter notifying the Minister of Municipal Affairs of the Town's intent to annex, and the Annexation Area Boundary Change.

CARRIED

13.6 RFD: Revised Terms of Reference for Banners of Remembrance

**Resolution# 031-23**

Moved by Councillor Liboiron  
THAT Council accept the revised Terms of Reference for Banners of Remembrance as presented.

CARRIED

13.7 RFD: Tourism Enhancement Grants

**Resolution# 032-23**

Moved by Councillor Lambert

THAT the Tourism Enhancement Grant applications be approved as follows:

- High Level Curling Club, for the High Level Ladies Bonspiel, Feb 10-12, 2023 in the amount of \$750.00.
- High Level Minor Hockey Association, for 2nd annual Dennis Aspeslet Memorial U9 hockey Tournament, Jan 28-29, 2023, for \$2,500.00
- High Level Minor Hockey Association for the U15 T3- A Playoffs, March 3-5th, 2023, for \$3,900.00.

CARRIED

13.8 Northern and Regional Economic Development (NRED) Program Grant – Requests for letters of support

**Resolution# 033-23**

Moved by Councillor Anderson

THAT the Town of High Level ratify the decision to provide letters of support to the High Level Native Friendship Centre Society and the Regional Economic Development Initiative Association for Northwest Alberta for their applications under the Northern and Regional Economic Development Program.

CARRIED

13.9 Briefing Note: Strategic Plan Q4 for 2022 update

**Resolution# 034-23**

Moved by Councillor Anderson

THAT Council accept the Strategic Plan Q4 – 2022 update for information.

CARRIED

13.10 Meeting with Minister Nixon and MLA Williams, Tuesday, Feb 7, 2022 @ 5:00 pm

**Resolution# 035-23**

Moved by Councillor Lambert

THAT Council meeting with Minister Nixon and MLA Williams on Tuesday, February 7, 2023 @ 5:00 p.m.

CARRIED

13.11 Tri-Council proposed date (February 8, 2023)

**Resolution# 036-23**

Moved by Councillor Lambert

THAT Council agree to hold the Tri-Council meeting on February 8, 2023.

CARRIED

**14. CORRESPONDENCE FOR ACTION**

14.1 Briefing Note: 2021-2022 Northern Lights Regional Humane Society Financial report

**Resolution# 037-23**

Moved by Deputy Mayor Langford

THAT Council accept the 2021-2022 Northern Lights Regional Humane Society Financial report for information.

CARRIED

**15. CORRESPONDENCE FOR INFORMATION**

- 15.1 TOHL letters to West Fraser and Tolko regarding engine retarder brakes.  
 15.2 AB Transportation – STIP. Local Municipal Initiative re 92 Street Industrial Road and 114 Avenue Industrial Road Improvements  
 15.3 True North Health Advisory Council meeting, Wednesday, January 25, 2023  
 15.4 CBC article – Northern Alberta communities push for better rail....re Community Rail Advocacy Alliance  
 15.5 REDI meeting minutes from December 14, 2022.

**Resolution# 038-23**

Moved by Councillor Jessiman  
 THAT Council accept items 15.1 to 15.5 for information.

CARRIED

**16. NOTICE OF MOTIONS**

None.

**17. QUESTION PERIOD****18. CLOSED SESSION**

Mayor McAteer thanked the viewers ending the public portion of the meeting and requested a motion to move into closed session.

**Resolution# 039-23**

Moved by Councillor Welke  
 THAT Council move into closed session at 8:08 p.m., pursuant to FOIP sections 21(1)(a)(iii), 24(1)(b)(i).27(1)(a).

CARRIED

Meeting recessed @ 8:08 p.m.

Meeting resumed @ 8:13 p.m.

Per section 197(6) of the MGA, the following individuals remained in closed session:

Elected officials – C. McAteer, B. Langford, B. Anderson, T. Jessiman, J. Lambert, M. Liboiron, and J. Welke; and  
 Staff – C. McAskile. M

**Resolution# 040-23**

Moved by Councillor Welke  
 THAT Council move out of closed session at 9:08 p.m.

CARRIED

18.1 Human Resources, CAO to provide information to Council - Advice from officials, per FOIP, Part 1, Division 2, s. 24(1)(b)(i).

18.2 Little Red River Cree Nation - Intergovernmental relations, per FOIP, Part 1, Division 2, s. 21(1)(a)(iii)

**Resolution# 041-23**

Moved by Deputy Mayor Langford  
THAT the Town of High Level provide a letter of support for the Little Red River Cree Nation's application to the Canadian Mortgage and Housing Corporation's Rapid Housing Initiative.

CARRIED

**19. ADJOURNMENT**

**Resolution# 042-23**

Moved by Councillor Jessiman  
THAT Council adjourn the January 23, 2023 Regular Council meeting at 9:09 p.m.

CARRIED

[Original signed by C. McAteer]

Mayor

[Original signed by S. Beaton]

Municipal Clerk