



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING MINUTES  
Live Stream through Town of High Level Facebook  
April 12, 2021 at 7:00 p.m.**

**APPROVED MINUTES**

**IN ATTENDANCE:**

<b><u>COUNCIL</u></b>	Crystal McAteer Boyd Langford Brent Anderson Terry Jessiman Mike Morgan Jan Welke	Mayor Deputy Mayor Councillor Councillor (via zoom) Councillor Councillor (via zoom)
<b><u>STAFF</u></b>	Clark McAskile Jeri Phillips Ruth Rolfe Keith Straub Rodney Schmidt Bill Schnarr Charles Carstens Hayley Gavin Sandra Beaton	Chief Administrative Officer Director of Finance and Administration Director of Community Services Director of Operations Director of Protective Services Communications Coordinator Manager HR/Payroll and IT Land Use & Planning Manager (7:11 pm) 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  
April 12, 2021

Additions or amendments to the agenda.  
Addition of Item 15.3 Restaurants/patios discussion.

**Resolution# 129-21**

Moved by Councillor Anderson  
THAT Council adopt the April 12, 2021 Regular Meeting Agenda  
as amended.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

5.1 Corporal Danny MILLS, RCMP High  
Level Detachment

The RCMP did not attend.

**6. APPROVAL OF THE MINUTES**

6.1 March 22, 2021 Regular Council Meeting unapproved minutes.

**Resolution# 130-21**

Moved by Councillor Morgan  
THAT Council approve the Regular Council meeting minutes of March 22, 2021 as circulated.

CARRIED

**7. DELEGATION BUSINESS**

None.

**8. MAYOR'S REPORT**

8.1 Mayor's report for March 22 – April 12, 2021.

Mar 23 – Boreal Housing Special meeting  
Mar 23 – Presentation, Chief Louis  
Mar 25 – Boreal Housing  
Mar 25 – Mackenzie Frontier Tourist Association  
Mar 31 – Boreal Housing  
Apr 02 – Community Economic Development Initiative (CEDI)  
Logo Sub-Group  
Apr 06 – Banner of Remembrance  
Apr 07 – CEDI  
Apr 07 – Meeting with Minister LaGrange, Education  
Apr 07 – Northwest Species at Risk

**Resolution# 131-21**

Moved by Deputy Mayor Langford  
THAT Council accept the Mayor's report for information.

CARRIED

**9. COUNCIL COMMITTEE REPORTS**

9.1 Committee reports on which Councillor are appointed:

- Deputy Mayor Langford
- Councillor Anderson
- Councillor Jessiman
- Councillor Morgan
- Councillor Welke

Deputy Mayor Langford:

Mar 23 – REDI, Chief Louie Presentation  
Mar 24 – REDI Board meeting  
Apr 06 – Part 2 Chief Louie Presentation  
Apr 07 – CEDI Working Group meeting  
Apr 12 – Town of High Level (ToHL) Assessment presentation

Councillor Anderson:

Apr 12 – Town of High Level Assessment presentation

Councillor Jessiman:

Mar 25 – CAC Steering Committee Meeting  
- Pleased to receive 1-year funding for the High Level Policing Society.  
Apr 12 – ToHL Assessment presentation

Councillor Morgan:

Mar 25 – MFTA  
Mar 31 – Municipal Library Board meeting  
Apr 08 – NWSAR  
Apr 08 – Community Education Committee meeting

- Convocation in May 2021.
- Apr 12 – ToHL Assessment presentation

Councillor Welke:

- Mar 30 – High Level & District Chamber of Commerce  
 Apr 06 – Banner of Remembrance  
 Apr 12 – ToHL Assessment presentation

**Resolution# 132-21**

Moved by Councillor Welke  
 THAT Council accept the Councillor Committee reports for information.

CARRIED

## **10. ADMINISTRATIVE REPORTS**

10.1 Council's Action List

**Resolution# 133-21**

Moved by Councillor Morgan  
 THAT Council accept the Action List for information.

CARRIED

10.2 Capital Project Status Report

**Resolution# 134-21**

Moved by Deputy Mayor Langford  
 THAT Council accept the Capital Project Status Report for information.

CARRIED

10.3 Financial Report – February 2021

**Resolution# 135-21**

Moved by Councillor Anderson  
 THAT Council accept the Financial Report – February 2021 for information.

CARRIED

10.4 Monthly Report to Council –  
 March 2021

**Resolution# 136-21**

Moved by Councillor Morgan  
 THAT Council accept the Monthly Report to Council – March 2021 for information.

CARRIED

## **11. ADMINISTRATIVE INQUIRIES**

None.

## **12. OLD BUSINESS**

12.1 RFD: 2021 Tax Year Property Tax Exemptions  
 - From the March 22, 2021 Regular meeting.

**Resolution# 137-21**

Moved by Deputy Mayor Langford  
 THAT Council make exempt from property taxation for the 2021 taxation year the following properties for which a property tax application was received from community non-profit organizations:

- *High Level Native Friendship Centre Society*  
 9803 100 Street (Seven Generations Youth Centre)

11000 95 Street (Offices, Food Bank, Used Clothing and Community Hall)

9501 108 Avenue (Neegan Daitse dii Aboriginal Head Start)

- *High Level Agricultural Society*

8720 88 Street (New Rodeo Grounds)

- *High Level Toy Lending Library Society*

10905 100 Avenue (Parent Link Centre, Jump Start Playschool, Toy Lending Library)

10907 100 Avenue (Vacant lot-parking for people attending programs)

- *High Level Golden Range Society*

10201 105 Avenue (High Level Seniors Centre)

- *Northwest Alberta Resource Society*

10502 98 Avenue (Safe Home)

- *Northwest Regional FASD Society*

10502-103 Street (Units and Program Office Space);

AND THAT these property tax exemptions remain in place for three years, up to and including the 2023 taxation year, with the exception of 9803 100 Street (Seven Generations Youth Centre) where a property tax exemption will remain in place for one year.

FURTHER, THAT Administration follow up annually on each property to ensure the requirements of tax exemption are satisfied under the Community Organization Property Tax Exemption Regulation.

CARRIED

### **13. NEW BUSINESS**

13.1 RFD: Reserve bids and conditions for 2021 Property Tax Recovery Public Auction

#### **Resolution# 138-21**

Moved by Councillor Morgan

THAT Council set the reserve bids for the following properties subject to property tax arrears recovery public auction in 2021 using the current assessment values, as follows:

ROLL #	LOT	BLOCK	PLAN	TOTAL CURRENT ASSESSED VALUE
0475.000	7	28	5035TR	<b>\$63,970</b>
0651.000	20	21	8020242	<b>\$33,270</b>
0827.000	99	21	8321075	<b>\$291,550</b>
0958.000	5	33	8321075	<b>\$60,390</b>

AND, THAT Council establish the sale conditions that a 25% down payment via cash or certified cheque is required within 24 hours of auction close; with payment in full due within 30 days.

CARRIED

13.2 RFD: Terms of Reference –  
Banner of Remembrance

**Resolution# 139-21**

Moved by Councillor Anderson  
THAT Council moves to accept the Banner of Remembrance  
Committee revised terms of reference as presented.

CARRIED

13.3 Restaurant/patios discussion

Mayor McAteer introduced the subject of patios and outdoor eating.  
Hayley Gavin, Land Use and Planning Manager shared some  
information re what the department is presently working on.

**Resolution# 140-21**

Moved by Deputy Mayor Langford  
THAT Council accept the restaurants/patios discussion for information.

CARRIED

**14. CORRESPONDENCE FOR ACTION**

None.

**15. CORRESPONDENCE FOR INFORMATION**

- 15.1 Regional Economic Development Initiative, Feb 24/2021 meeting minutes
- 15.2 ToHL Ltr – Alberta Fire Chief’s Association re compensation for work dedicated to WUI program
- 15.3 AB Forestry – Regional Spring Stakeholder Meeting 2021, High Level Forest Area
- 15.4 Peace Library System – copy of letter sent to Minister Glubish re rural connectivity
- 15.5 Lac La Biche County – July 2021 Golf tournament
- 15.6 Minister’s Awards for Excellence – Dene Tha’/High Level Partnership 2021
- 15.7 ToHL – Ltr to Minister McIver requesting an extension of the Financial Information Return

**Resolution# 141-21**

Moved by Councillor Morgan  
THAT Council accept 15.1 to 15.7 for information.

CARRIED

**16. NOTICE OF MOTIONS**

None.

**17. QUESTION PERIOD**

None.

**18. CLOSED SESSION**

Mayor McAteer thanked the viewers and requested a motion from  
Council to move into Closed Session.

**Resolution# 142-21**

Moved by Councillor Welke  
THAT Council move into closed session pursuant to FOIP Part 1,  
Division 2, Intergovernmental Relations, section 21(1)(a) at 8:10 p.m.

CARRIED

The following remained in the closed session meeting:  
Elected officials: Mayor McAteer, Deputy Mayor Langford, and Councillors M. Morgan, B. Anderson, T. Jessiman and J. Welke.  
Staff: CAO McAskile, J. Phillips, R. Rolfe, R. Schmidt, B. Schnarr, C. Carstens, H. Gavin, and S. Beaton.

**Resolution# 143-21**

Moved by Councillor Anderson  
THAT Council move out of closed session at 8:30 p.m.

CARRIED

18.1 Regional Service Sharing Agreement - Intergovernmental Relations and Advice from officials, pursuant to FOIP Part 1, Division 2, sections 21(1)(ii), and 24(1)(a), respectively.

**19. ADJOURNMENT**

**Resolution# 144-21**

Moved by Councillor Morgan  
THAT Council adjourn the April 12, 2021 Regular meeting at 8:31 pm.

CARRIED

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Mayor

\_\_\_\_\_  
Municipal Clerk