



**TOWN OF HIGH LEVEL
REGULAR COUNCIL MEETING
Council Chambers, April 25, 2022 at 7:00 p.m.
Live Streamed through Town of High Level Facebook**

APPROVED MINUTES

IN ATTENDANCE:

<u>COUNCIL</u>	Crystal McAteer	Mayor
	Boyd Langford	Deputy Mayor
	Brent Anderson	Councillor
	Robyn Dwyer	Councillor
	Terry Jessiman	Councillor
	Josh Lambert	Councillor
	Jan Welke	Councillor
<u>STAFF</u>	Clark McAskile	Chief Administrative Officer
	Jeri Phillips	Director of Finance & Administration
	Ruth Rolfe	Director of Community Services
	Keith Straub	Director of Operations
	Hayley Gavin	Land Use & Planning Manager (virtual)
	Bill Schnarr	Communications Coordinator
	Mark Rushton	Bylaw / Peace Officer Consultant
	Sandra Beaton	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 25, 2022

Request for additions or amendment to the agenda.

Resolution# 139-22

Moved by Councillor Anderson

THAT Council adopts the April 25, 2022 Regular Meeting Agenda as
circulated.

CARRIED

3. PUBLIC HEARING

3.1 Business Licence Bylaw 1025-22

Mayor McAteer provided an overview of the Public Hearing procedure.

The Mayor convened the Public Hearing for Business Licence Bylaw
1025-22 at 7:02 p.m.

Administration delivered a presentation on the bylaw. Administration
then answered Council's questions.

There were no registered speakers.

Mayor McAteer asked three times for anyone who supported the
Business Licence Bylaw 1025-22 to come forward.

No one present came forward in favour of proposed Bylaw 1025-22.

Mayor McAteer asked for anyone who opposed Business Licence Bylaw 1025-22 to come forward.

Administration received a letter from one resident, who is opposed to the proposed Business Licence Bylaw 1025-22, *as it does not address business licenses for provincially unlicensed private childcare providers.*

Hayley Gavin, Land Use & Planning Manager, provided information to Council regarding licences for private childcare, and development permits for Family Day Homes. Administration believes that issuing Business Licences to provincially-unlicensed childcare providers will not enhance the health, safety and welfare of children as the municipal department does not have the capacity to monitor the provincial regulations for unlicensed childcare providers.

The Mayor requested any final comments from Administration. Administration had no final comments.

The Mayor requested a motion from Council to close the Public Hearing.

Resolution# 140-22

Moved by Councillor Welke
THAT Council close the Public Hearing for proposed Business Licence Bylaw 1025-22 at 7:14 p.m.

CARRIED

4. PRESENTATIONS

None.

5. DELEGATIONS

None.

6. APPROVAL OF THE MINUTES

6.1 April 11, 2022 Regular Council Meeting unapproved minutes.

Resolution# 141-22

Moved by Deputy Mayor Langford
THAT Council approves the Regular Council meeting minutes of April 11, 2022 as circulated.

CARRIED

7. DELEGATION BUSINESS

None.

8. MAYOR'S REPORT

8.1 Mayor's report

April 12 – 25, 2022

Apr 11 – Assessment presentation

Apr 12 – High Level Airport Taskforce

Mayor McAteer requested from Administration a written budget for the Airport Taskforce and the need for a computer aided drawing (CAD) re flooring.

Resolution# 142-22

Moved by Councillor Jessiman

THAT Council accepts 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 Dwyer
- Councillor Jessiman
- Councillor Lambert
- Councillor Welke

Deputy Mayor Langford:

Apr 13 – Mackenzie Regional Waste Management Commission (MRWMC)

Apr 20 – Regional Economic Development Initiative (REDI) AGM

Apr 20 – Municipal Services (Elected Official Education Program)

Councillor Anderson:

Apr 11 – Assessment Presentation

Apr 12 – Northern Lakes College, Adult education focus group

Apr 13 – High Level Library Board meeting

Councillor Dwyer:

Apr 11 – Assessment Presentation

Apr 13 – MRWMC

Delivering cards to businesses the 2nd week of April.Councillor Jessiman:

Apr 11 – Assessment Presentation

Apr 12 – Airport Beautification

Apr 22 – HL Policing Society – Casino Fund Raising event

Councillor Lambert:

Apr 14 – High Level & District Chamber of Commerce

Community Clean-up, looking towards the last week of May

Councillor Welke:

Apr 11 – Assessment Presentation

Apr 12 – Northern Lakes College, Adult education focus group

Apr 12 – NWFASD Board Meeting

Resolution# 143-22

Moved by Councillor Anderson

THAT Council accepts the Councillor Committee reports for information.

CARRIED

10. ADMINISTRATIVE REPORTS

- 10.1 Council's Action List
Council asked questions regarding cellular broadband and the status of the Regional Shared Services Agreement with Mackenzie County.
- Resolution# 144-22**
Moved by Councillor Dwyer
THAT Council accepts the Action List for information.
- CARRIED
- 10.2 Capital Projects Status Report
Resolution# 145-22
Moved by Councillor Jessiman
THAT Council accepts the Capital Projects Status Report for information.
- CARRIED
- 10.3 Events Listing
Resolution# 146-22
Moved by Deputy Mayor Langford
THAT Council accepts the Events Listing for information.
- CARRIED

11. ADMINISTRATIVE INQUIRIES

None.

12. OLD BUSINESS

- 12.1 RFD: Business Licence Bylaw 1025-22
Resolution# 147-22
Moved by Councillor Dwyer
THAT Council give Second Reading to Business Licence Bylaw 1025-22.
- CARRIED
- Resolution# 148-22**
Moved by Councillor Welke
THAT Council give Third Reading to Bylaw 1025-22.
- CARRIED
- 12.2 RFD: 2022 Fees Bylaw 1027-22
Resolution# 149-22
Moved by Councillor Jessiman
THAT Council give Second Reading to the 2022 Fees Bylaw 1027-22, as amended.
- CARRIED
- Resolution# 150-22**
Moved by Deputy Mayor Langford
THAT Council give Third Reading to Bylaw 1027-22.
- CARRIED

13. NEW BUSINESS

13.1 RFD: Community Peace Officer –
Annual Report 2021

Resolution# 151-22

Moved by Councillor Anderson
THAT Council accepts the 2021 Community Peace Officer Program
Annual Report for information.

CARRIED

13.2 RFD: Tourism Enhancement Grant
Application Approval

Resolution# 152-22

Moved by Councillor Lambert
THAT the Tourism Enhancement Grant application be approved as
follows:
Driving Foreword Inc. for \$5,000 for Junior Warrior Clinic (July 18-28);
Junior Warrior Tournament (July 30); 2022 Heroes Tour (Starting in
Edmonton, ending in High Level - August 1 – August 6); and Front Line
Appreciation Tournament (Aug 5 and 6th) at Fox Haven Golf Course.

CARRIED

14. CORRESPONDENCE FOR ACTION

14.1 National Police Federation (NPF) –
Call to Action

Resolution# 153-22

Moved by Councillor Jessiman
THAT Council table the National Police Federation Call to Action item
to the May 9th, 2022 Regular Council Meeting.

CARRIED

15. CORRESPONDENCE FOR INFORMATION

15.1 ToHL – Thank you letter to Minister Nixon re burner variance grant
15.2 ToHL – Thank you letter to Minister Sawhney re crosswalk projects.
15.3 High Level Forest Area Presentation from the Regional Spring Stakeholder Meeting 2022 –
15.4 Regional Economic Development Initiative approved meeting minutes, March 16, 2022

Resolution# 154-22

Moved by Councillor Anderson
THAT Council accept items 15.1 to 15.4 for information.

CARRIED

16. NOTICE OF MOTIONS

None.

17. QUESTION PERIOD

Mayor McAteer asked attending citizens if they had any questions.
- No questions.

18. CLOSED SESSION

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

Resolution# 155-22

Moved by Councillor Welke
THAT Council move into Closed Session at 8:05 p.m., pursuant to FOIP sections 16 and 23.

CARRIED

Meeting recessed at 8:05 p.m.
Meeting resumed at 8:17 p.m.

The following individuals remained in Closed Session:
Elected officials – C. McAteer, B. Langford, B. Anderson, R. Dwyer, T. Jessiman, J. Lambert, and J. Welke.
Staff – C. McAskile, J. Phillips, R. Rolfe, B. Schnarr, H. Gavin (virtual) and S. Beaton.

Resolution# 156-22

Moved by Councillor Lambert
THAT Council move out of Closed Session at 9:32 p.m.

CARRIED

18.1 Canadian Strategy Group presentation from Michael Lohner – Business interests of a third party and Local public body confidences, pursuant to FOIP, Part 1, Division 2, Sections 16(1)(a)(ii), and Section 23(1)(a)

Resolution# 157-22

Moved by Councillor Dwyer
THAT Council accept the presentation from Michael Lohner of Canadian Strategy Group for information.

CARRIED

19. ADJOURNMENT**Resolution# 157-22**

Moved by Councillor Dwyer
THAT Council adjourn the April 25, 2022 Regular Council meeting at 9:33 p.m.

CARRIED

[Original signed by Crystal McAteer]
Mayor

[Original signed by Sandra Beaton]
Municipal Clerk