



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING MINUTES  
Live Stream through Town of High Level Facebook  
April 26, 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 (Virtual) Councillor Councillor
<b><u>STAFF</u></b>	Clark McAskile Jeri Phillips Ruth Rolfe Keith Straub Bill Schnarr Charles Carstens Sandra Beaton	Chief Administrative Officer Director of Finance and Administration Director of Community Services (virtual) Director of Operations Communication Coordinator Manager HR/Payroll and IT Municipal Clerk/Recording Secretary
<b><u>REGRETS</u></b>	Rodney Schmidt Hayley Gavin	Director of Protective Services Land Use & Planning Manager

**1. CALL TO ORDER**

Mayor McAteer called the meeting to order at 7:03 p.m.

**2. ADOPTION OF AGENDA**

Regular Meeting Agenda,  
April 26, 2021

Request for any changes to the agenda.  
- Amend the date in Item 6.1 to read April 12, 2021 vs March 22, 2021.  
- Add 18.3 Boreal Housing and 18.4 Update on policing  
Move 15.1 to 13.7  
Move 15.5 to 13.8  
Move 15.6 to 13.9  
Add 13.10 Community Economic Development Initiative (CEDI)

**Resolution# 145-21**

Moved by Deputy Mayor Langford  
THAT Council adopt the April 26, 2021 Regular Meeting Agenda as amended.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

None.

**6. APPROVAL OF THE MINUTES**

6.1 April 12, 2021 Regular Council meeting unapproved minutes

**Resolution# 146-21**

Moved by Councillor Welke  
 THAT Council approve the April 12, 2021 Regular Council meeting minutes as circulated.

CARRIED

**7. DELEGATION BUSINESS**

None.

**8. MAYOR'S REPORT**

8.1 Mayor's Report for period April 13 to April 26, 2021

Apr 14, 15 &amp; 16 – AUMA Conference (Virtual)

Apr 14 – Minister Dreeshen

Apr 15 – MP Chris Warkentin

Apr 16 – Community Economic Development Initiative (CEDI)

Apr 19, 21 &amp; 23 – Women in the North Conference (Virtual)

- Leading Through Volatility presentation
- Managing Your Mental Health for Improved Productivity and Leadership presentation
- Impact of Effective Leadership presentation

Apr 20 – Boreal Housing

Apr 20 – Alberta Forests Product Association (AFPA), CEO Jason Krips

Apr 21 – Bistcho Sub-regional/Caribou Plan

Apr 21 – Sponsorship Task Force

**Resolution# 147-21**

Moved by Councillor Morgan  
 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 Morgan
- Councillor Welke

Deputy Mayor Langford:

Apr 14, 15 &amp; 16 – AUMA Convention (virtual)

Councillor Anderson:

Apr 15 – MP Warkentin

Apr 16 – Inter-Municipal Planning Committee meeting re subdivision

Councillor Jessiman:

No meetings to report.

Councillor Morgan:

Apr 15 – MP Warkentin

Apr 16 – IMPC meeting re subdivision

Apr 20 – Sponsorship Committee

Councillor Welke:  
No meetings to report.

**Resolution# 148-21**

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

CARRIED

## **10. ADMINISTRATIVE REPORTS**

### 10.1 Council Action List

**Resolution# 149-21**

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

CARRIED

## **11. ADMINISTRATIVE INQUIRIES**

None.

## **12. OLD BUSINESS**

None.

## **13. NEW BUSINESS**

13.1 RFD: Flag Lowering Policy  
264-21  
- from the April 19/2021 CoW  
meeting

**Resolution# 150-21**

Moved by Deputy Mayor Langford  
THAT Council approve proposed Flag Lowering Policy 264-21 as  
presented.

CARRIED

13.2 RFD: 2021 Fees Bylaw 1021-21  
- from the April 19/2021 CoW  
meeting

**Resolution# 151-21**

Moved by Councillor Morgan  
THAT Council give First Reading to 2021 Fees Bylaw 1021-21, being a  
Bylaw to establish the fees, rates, charges, and penalties for services  
provided by the Municipality in 2021.

CARRIED

**Resolution# 152-21**

Moved by Councillor Morgan  
THAT Council give Second Reading to 2021 Fees Bylaw 1021-21.

CARRIED

**Resolution# 153-21**

Moved by Deputy Mayor Langford  
THAT Council unanimously agree to consider Third Reading to 2021  
Fees Bylaw 1021-21.

CARRIED UNANIMOUSLY

**Resolution# 154-21**

Moved by Councillor Welke

THAT Council give Third and final reading to 2021 Fees Bylaw 1021-21.

CARRIED

13.3 RFD: Assessment Contract extension  
- from the April 19/2021 CoW meeting

**Resolution# 155-21**

Moved by Councillor Morgan

THAT Council extend the current assessment services agreement with Accurate Assessment Group Ltd., for 5 years expiring 2026 assessment year; with a further 5 year renewal up to 2031 assessment year, unless terminated by either party.

CARRIED

13.4 Vitalization Grant Application  
- from the April 19/2021 CoW meeting

**Resolution# 156-21**

Moved by Councillor Anderson

THAT Council approve the Vitalization Grant application from Sacred Warrior Yoga for \$919.00.

CARRIED

13.5 RFD: Purchase of a Spray Patcher

**Resolution# 157-21**

Moved by Deputy Mayor Langford

THAT Council add the Durapatcher 2 Spray Patcher to the 2021 Capital Projects Budget funded from Municipal Sustainability Fund;

FURTHER, THAT the Hydro Excavator Capital Project #623 be funded from Utilities Reserves.

CARRIED

13.6 RFD: Refresh of the Mackenzie Crossroads Museum and Visitor Centre Logo

**Resolution# 158-21**

Moved by Councillor Welke

THAT Council approve administration moving forward with a new 2021 "Logo Refresh" for the Mackenzie Crossroads Museum and Visitor Centre as a way to commemorate the 30<sup>th</sup> anniversary of the building.

CARRIED

13.7 NAV CANADA - Aeronautical Studies update, Changes to the provision of services, April 15/2021

**Resolution# 159-21**

Moved by Deputy Mayor Langford

THAT Administration contact Canada Post regarding the expansion of services they can do the region.

CARRIED

13.9 Statistics Canada – 2021 Census information

Mayor McAteer expressed to public viewers the importance of being counted in the 2021 Census. In the recent past, the Town's municipal

Census produced in a higher population count than the federal census. The Alberta Government repealed the Regulations related to municipal census in 2020, as the province will no longer utilize municipal census counts for provincial funding purposes. Population counts are

13.10 Community Economic Development Initiative (CEDI)

Discussion of CEDI Workshop on May 4, 2021.

#### **14. CORRESPONDENCE FOR ACTION**

None.

#### **15. CORRESPONDENCE FOR INFORMATION**

Moved to 13.7

15.2 Aeromedical – Extension Agreement, AHS, April 2021

15.3 Northwest Species at Risk Committee, April 8/2021 unapproved meeting minutes

15.4 County of Paintearth letter re Support for the RCMP sent to Minister Madu

Moved to 13.8

Moved to 13.9

##### **Resolution# 160-21**

Moved by Councillor Morgan

THAT Council accept items 15.2 to 15.4 for information.

CARRIED

#### **16. NOTICE OF MOTIONS**

#### **17. QUESTION PERIOD**

#### **18. CLOSED SESSION**

Mayor McAteer announced the meeting will move into closed session and requested a motion from Council.

##### **Resolution# 161-21**

Moved by Councillor Morgan

THAT Council move into closed session at 7:58 p.m., pursuant to FOIP, Part 1, Division 2, sections 21(1), 24(1) and 17(4)(f).

CARRIED

Councillors C. McAteer, B. Langford, M. Morgan, J. Welke, B. Anderson, T. Jessiman, and the following staff, C. McAskile, and C. Carstens remained in the closed session meeting.

##### **Resolution# 162-21**

Moved by Councillor Anderson

THAT Council move out of closed session at 8:51 p.m.

CARRIED

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

18.2 CAO Review  
Disclosure Harmful to Personal  
Privacy, Pursuant to FOIP Part 1,  
Div 2, Personal privacy, s. 17(4)(f)

18.3 Boreal Housing  
Intergovernmental Relations,  
Pursuant to FOIP Part 1, Div 2, 21(1)

18.4 Update on policing  
Advice from Officials pursuant to  
FOIP Part 1, Div 2, s. 24(1)(b) and  
(d)

## **19. ADJOURNMENT**

### **Resolution# 163-21**

Moved by Councillor Morgan  
THAT Council adjourn the April 26, 2021 meeting at 8:52 p.m.

CARRIED

[Original signed by Crystal McAteer]

Mayor

[Original signed by Sandra Beaton]

Municipal Clerk