



**TOWN OF HIGH LEVEL
REGULAR COUNCIL MEETING
Council Chambers, August 3, 2022 at 7:00 p.m.
Live Streamed through Town of High Level Facebook**

APPROVED MINUTES

IN ATTENDANCE:

| | | |
|-----------------------|--|--|
| <u>COUNCIL</u> | Crystal McAteer Boyd Langford Brent Anderson Josh Lambert Jan Welke | Mayor Deputy Mayor Councillor Councillor Councillor (virtual) |
| <u>STAFF</u> | Clark McAskile Jeri Phillips Ruth Rolfe Keith Straub Hayley Gavin Rodney Schmidt Charles Carstens Bill Schnarr Sandra Beaton | Chief Administration Officer Director of Finance & Administration Director of Community Services Director of Operations Director of Planning and Development (Virtual) Director of Protective Services (left @ 7:40pm) Manager HR & IT Services Communications Coordinator Municipal Clerk/Recording Secretary |
| <u>GUEST</u> | Corporal J. BARBER | RCMP |
| <u>REGRETS</u> | Terry Jessiman | Councillor |

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 August 3, 2022

Additions or amendments to the agenda.

Resolution# 260-22

Moved by Deputy Mayor Langford
THAT Council adopt the August 3, 2022 Regular Meeting Agenda as circulated.

CARRIED

3. PUBLIC HEARING

None.

4. PRESENTATIONS

4.1 Metrix Group LLP, Auditor – Town of High Level Consolidated Financial Statements for the Year Ended December 2021

Mr. Noel Chin accompanied by Yulian Korataiev presented the Town's Consolidated Financial Statements for the Year Ended December 2021.

5. DELEGATIONS

5.1 Corporal Jason BARBER
RCMP High Level Detachment
May 2022 Occurrence Stats

RCMP High Level Detachment July 2022 Occurrence Report.

6. APPROVAL OF THE MINUTES

6.1 July 11, 2022 Regular Council
Meeting unapproved minutes

Resolution# 261-22
Moved by Councillor Lambert
THAT Council approve the Regular Council meeting minutes of
July 11, 2022 as circulated.

CARRIED

7. DELEGATION BUSINESS

7.1 RCMP High Level Detachment July
2022 Occurrence Report.

Resolution# 262-22
Moved by Councillor Welke
THAT Council accept the RCMP High Level Detachment July 2022
Occurrence Report for information.

CARRIED

8. MAYOR'S REPORT

8.1 Mayor's report

Mayor McAteer vacationed between Council meetings and had no
meetings to report.
Aug 03 - Auditor presentation of the Town's Consolidated Financial
Statements for the Year Ended December 2021

Resolution# 263-22
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 Lambert
- Councillor Welke

Deputy Mayor Langford:
July 14 – Mackenzie Regional Waste Mackenzie Commission
Aug 03 – Auditor presentation

Councillor Anderson:
Aug 03 – Auditor presentation

Councillor Jessiman:
Did not attend this evenings' meeting.

Councillor Lambert:
Jul 13 – Intermunicipal Planning Commission Meeting
Jul 24 – High Level & District Chamber of Commerce meeting, new
board elected, upcoming strategic planning
Aug 03 – Auditor presentation

Councillor Welke:

Jul 20 – Meeting re moving the old Bear Necessities Building to space on the Northwest Regional FASD Society's lot.

Aug 03 – Auditor presentation.

Resolution# 264-22

Moved by Councillor Lambert

THAT Council accept the Councillor Committee reports for information.

CARRIED

10. ADMINISTRATIVE REPORTS

10.1 Council's Action List

Resolution# 265-22

Moved by Deputy Mayor Langford

THAT Council accept the Action List for information.

CARRIED

10.2 Upcoming Events List

Resolution# 266-22

Moved by Councillor Anderson

THAT Council accept the Upcoming Events List for information.

CARRIED

10.3 Monthly Report

Resolution# 267-22

Moved by Councillor Lambert

THAT Council accept the Monthly Report for information.

CARRIED

10.4 Financial Report, April–June 2022

Resolution# 268-22

Moved by Deputy Mayor Langford

THAT Council accept the Financial Report, April-June 2022 for information.

CARRIED

11. ADMINISTRATIVE INQUIRIES

None.

12. OLD BUSINESS

12.1 Town of High Level Consolidated Financial Statements for the Year Ended December 31, 2021

Resolution# 269-22

Moved by Councillor Lambert

THAT Council accept the Town of High Level Consolidated Financial Statements for the Year Ended December 31, 2021.

CARRIED

13. NEW BUSINESS

13.1 RFD: Dates to hold a By-election and appointment of election officers.

Resolution# 270-22

Moved by Councillor Lambert

THAT Council instruct Administration to proceed with a by-election as follows:

Nomination Day – Wednesday, September 14, 2022

Advanced Voting – Friday, October 7, 2022 (1:00 p.m. until 7:00 p.m.)

Election Day – Wednesday, October 12, 2022 (10:00 a.m. until 8:00 p.m.); and

FURTHER, THAT Council appoint the Municipal Clerk as the Returning Officer, and the Planning & Development Officer as the Substitute Returning Officer for the October 2022 by-election.

CARRIED

13.2 Notice of Proposed Annexation – High Level Airport

Resolution# 271-22

Moved by Deputy Mayor Langford

THAT Council provide written notice for the proposed annexation of the High Level Airport as per Section 116 of the Municipal Government Act, RSA 2000, Chapter M-26; and

FURTHER, THAT the Town of High Level hold an open house for public consultation on the proposed annexation on September 7, 2022.

CARRIED

13.3 RFD: Paving of Truck Fill / Sani-dump site and Water main repair

Resolution# 272-22

Moved by Deputy Mayor Langford

THAT Council allocate \$100,000 from the Utility Reserve to complete utility paving projects at the Truck Fill / Sani-dump and the Highway 35 and 100 Avenue intersection.

CARRIED

13.4 Aircraft charter information re travel to Alberta Municipalities 2022 Convention, Calgary

14. CORRESPONDENCE FOR ACTION

None.

15. CORRESPONDENCE FOR INFORMATION

15.1 Municipal Affairs Annual Report 2021-2022

Resolution# 273-22

Moved by Councillor Lambert

THAT Council accept item 15.1 for information.

CARRIED

16. NOTICE OF MOTIONS

None.

17. QUESTION PERIOD

18. CLOSED SESSION

Mayor McAteer thanked the viewers and ended the public portion of the meeting.

Resolution# 274-22

Moved by Councillor Lambert

THAT Council move into Closed Session at 7:57 p.m., pursuant to FOIP Part 1, Division 2, Intergovernmental relations, section 21(1)(a)(i) and (iii).

CARRIED

The following individuals remained in Closed Session:

Elected officials – C. McAteer, B. Langford, B. Anderson, J. Lambert, and J. Welke (virtual).

Staff – C. McAskile, J. Phillips, R. Rolfe, K. Straub, H. Gavin (virtual), C. Carstens, B. Schnarr, and S. Beaton.

Resolution# 275-22

Moved by Councillor Lambert

THAT Council move out of closed session at 8:10 p.m.

CARRIED

19. ADJOURNMENT

Resolution# 276-22

Moved by Councillor Welke

THAT Council adjourn the August 3, 2022 Regular Council meeting at 8:11 p.m.

CARRIED

[Original signed by C. McAteer]

Mayor

[Original signed by S. Beaton]

Municipal Clerk