



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING  
Council Chambers, August 29, 2022 at 7:00 p.m.  
Live Streamed through Town of High Level Facebook**

**APPROVED MINUTES**

**IN ATTENDANCE:**

<b><u>COUNCIL</u></b>	Crystal McAteer Boyd Langford Brent Anderson Terry Jessiman Josh Lambert Jan Welke	Mayor Deputy Mayor Councillor Councillor (virtual) Councillor Councillor
<b><u>STAFF</u></b>	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 Manager HR & IT Services Communications Coordinator Municipal Clerk/Recording Secretary (virtual)
<b><u>GUEST</u></b>	Aaron Sorenson	Producer, Guitar Lessons Movie

**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 29, 2022

Additions or amendments to the agenda.

**Resolution# 277-22**

Moved by Councillor Langford  
THAT Council adopt the August 29, 2022, Regular Meeting Agenda as circulated.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

5.1 Mike McMann, Superintendent Fort Vermilion School Division

Facility rental fees for school sports – Discussion on changes to current Joint User Agreement.

(Audio was lost for external users. Council went back to a discussion with Mr. McMann at 7:25pm. Mr. McMann left the meeting at 7:35pm.)

**6. APPROVAL OF THE MINUTES**

6.1 Aug 3, 2022 Regular Council Meeting unapproved minutes

**Resolution# 278-22**

Moved by Councillor Anderson  
THAT Council approve the Regular Council meeting minutes of August 3, 2022, as circulated.

CARRIED

**7. DELEGATION BUSINESS**

7.1 Fort Vermilion School Division - Facility rental fees for school sports, changes to the current Joint User Agreement.

**Resolution# 279-22**

Moved by Councillor Welke  
THAT Council table the discussion with the Fort Vermilion School Division regarding changes to the current Joint User Agreement to the October 12<sup>th</sup> Regular Meeting.

CARRIED

**8. MAYOR'S REPORT**

8.1 Mayor's report

August 16 – 29, 2022 (report posted to Town website)

Aug 16 – Brock Mulligan, Alberta Forest Products (AFPA) Relationship building.

Aug 16 – Airport Beautification Task Force

Aug 22 – Minister Shandro (Justice and Solicitor General) Discussions re Alberta Police Service model

Aug 23 – Mackenzie Frontier Tourist Association

Aug 27 – Dene Tha' First Nation Assembly

Attended the signing of the *'Friendship Agreement'* (Dene Tha' and Town of High Level)

**Resolution# 280-22**

Moved by Councillor Lambert  
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:

Aug 11 – Mackenzie Regional Waste Management Commission (MRWMC)

Aug 24 – MRWMC

Aug 27 – Dene Tha' First Nation Assembly

Attended the signing of the *'Friendship Agreement'* (Dene Tha' and Town of High Level)

Councillor Anderson:

Aug 25 – High Level Transportation Society, AGM end September.

Councillor Jessiman:

Aug 16 – Airport Beautification Committee

Councillor Lambert:

- Aug 04 – High Level & District Chamber of Commerce  
 Aug 22 – Attended meeting with Minister Shandro re provincial police force  
 Aug 27 – Dene Tha' First Nation Assembly  
 Attended the signing of the '*Friendship Agreement*' (Dene Tha' and Town of High Level)

Councillor Welke:

- Aug 17 – NWFASD Society, special meeting regarding the new building in place.  
 Aug 23 – NWFASD Society meeting

**Resolution# 281-22**

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

CARRIED

**10. ADMINISTRATIVE REPORTS**

## 10.1 Council's Action List

**Resolution# 282-22**

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

CARRIED

## 10.2 Capital Project Status Report

**Resolution# 283-22**

Moved by Councillor Anderson  
 THAT Council accept the Capital Project Status Report for information.

CARRIED

## 10.3 Event List

**Resolution# 284-22**

Moved by Councillor Lambert  
 THAT Council accept the Event List for information.

CARRIED

## 10.4 Quarter 2 Budget vs Actual report

**Resolution# 285-22**

Moved by Deputy Mayor Langford  
 THAT Council accept the Quarter 2 Budget vs Actual report for information.

CARRIED

**11. ADMINISTRATIVE INQUIRIES**

None.

**12. OLD BUSINESS**

## 12.1 Briefing Note: Animal Control Bylaw proposed changes

The Briefing Note regarding an Animal Control Bylaw will be brought back to the September 12<sup>th</sup> Regular Meeting.

12.2 Briefing note; High Level Airport Annexation Verbal update provided to Council.

### **13. NEW BUSINESS**

13.1 *Correction*: Proclamation for National Day for Truth and Reconciliation

**Resolution 286-22**

Moved by Deputy Mayor Langford  
THAT the Town of High Level proclaim the Town's on-going commitment to acknowledge September 30<sup>th</sup> as the National Day for Truth and Reconciliation.

CARRIED

Mayor McAteer read aloud the Town's proclamation.

13.2 RFD: Water Supply and Wastewater Service Agreement with the Dene Tha' First Nation

**Resolution# 287-22**

Moved by Councillor Lambert  
THAT the Town of High Level enter into an agreement to provide water and wastewater services to the Dene Tha' First Nation,

AND FURTHER THAT the Town of High Level set the service rate fees at \$3.125 per cubic metre for water and \$1.00 per cubic metre for wastewater.

CARRIED

13.3 RFD: Strategic Plan project budget increase

**Resolution# 288-22**

Moved by Deputy Mayor Langford  
THAT the Town of High Level adds an additional \$10,000.00 to the Strategic Plan 2022 – 2026 project budget for the October 2022 Implementation Plan workshops with CMR Consulting Inc., with all funds coming from General Reserve.

CARRIED

13.4 RFD: Request for Council to attend Implementation Plan Workshop – Oct 13, 2022.

**Resolution# 289-22**

Moved by Councillor Welke  
THAT Council table the Implementation Plan Workshop item to the September 12<sup>th</sup> Regular Meeting.

CARRIED

13.5 RFD: Tourism Enhancement Grant Application – NWJHL Goes North

**Resolution# 290-22**

Moved by Councillor Lambert  
THAT the Tourism Enhancement Grant application be approved as follows:  
High Level Minor Hockey Association for NWJHL Goes North for \$5,000 for North West Junior Hockey exhibition games and hockey skills camp Sept 16-18th, 2022, held at High Level Sports Complex.

CARRIED

13.6 RFD: Municipal Contributions to Non Profit Organizations for CFEP Grant for Community Park Expansion

**Resolution# 291-22**

Moved by Councillor Welke

THAT Council approve High Level Old-timer's request for a contribution of \$125,000 toward a Community Facilities Enhancement Grant (CFEP) grant for \$250,000 to gravel the parking lot, build two washrooms, purchase and install signage and nine new disc golf baskets at Community Park. The municipality would contribute \$125,000 and \$125,000 would come from CFEP; and

THAT Council approve High Level Play Association's request for a contribution of \$125,000 toward a Community Facilities Enhancement Grant (CFEP) grant for \$260,000 for two natural playgrounds and the pavilion at Community Park. The municipality would contribute \$135,000 and \$125,000 would come from CFEP; and

THAT Council approve Minor Ball's request for a contribution of \$125,000 toward a Community Facilities Enhancement Grant (CFEP) grant for \$291,000 for fine grading, seeding, shale for new and current diamonds, fencing, player's benches, dugouts and bleachers at Community Park. The municipality would contribute \$166,000 and \$125,000 would come from CFEP.

CARRIED

**14. CORRESPONDENCE FOR ACTION**

None.

**15. CORRESPONDENCE FOR INFORMATION**

None.

**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# 292-22**

Moved by Councillor Anderson

THAT Council move into Closed Session at 8:29 p.m., pursuant to FOIP sections 16, 21, 23, 24, respectively.

CARRIED

The meeting recessed at 8:29 p.m.

The meeting resumed at 8:36 p.m.

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

Arron Sorenson left the meeting 8:44 p.m.

**Resolution# 293-22**

Moved by Councillor Lambert

THAT Council move out of closed session at 10:36 p.m.

CARRIED

18.1 Guitar Lessons Movie -  
 Business interest of a third party,  
 pursuant to FOIP Part 1, Division 2,  
 section 16(1)(a)(ii)

18.2 Changes to MGA s. 546 Order to  
 remedy dangers and unsightly property-  
 Intergovernmental relations, and Local  
 public body confidences, pursuant to  
 FOIP Part 1, Division 2, section 21(1)(i)  
 and 23(1)(b), respectively.

Administration will bring a report to the Sep 12<sup>th</sup> meeting.

18.3 Mackenzie Regional Waste  
 Management Commission -  
 Intergovernmental relations and Local  
 public body confidences, pursuant to  
 FOIP Part 1, Division 2, sections  
 21(1)(ii) and 23(1)(b), respectively.

18.4 High Level Fire Department  
 Medical Co-Response Program –  
 Intergovernmental relations, pursuant to  
 FOIP Part 1, Division 2, section 21(1)(i)

18.5 RFD: Wastewater treatment facility  
 study -  
 Business interests of a third party and  
 Advice from Official, pursuant to FOIP  
 Part 1, Division 2, sections 16(1)(a)(ii)  
 and 24(1)(c), respectively.

**Resolution# 294-22**

Moved by Deputy Mayor Langford

THAT Council allocate a total of \$175,000 from Utility Reserves to study the Town's options for a stand-alone wastewater treatment plant if partnership options are not available.

CARRIED

18.6 Tender Discussion re tendering  
 2022 Paving projects -  
 Advice from officials, pursuant to FOIP  
 Part 1, Division 2, section 24(1)(b)(i)  
 and (c).

18.7 RFD: Acquisition of property - Business interests of a third party and Advice from officials, pursuant to FOIP Part 1, Division 2, sections 16(1)(c)(i), 24(1)(a) and (b)(i), respectively.

**Resolution# 295-22**

Moved by Councillor Welke  
THAT the Town enter into negotiations with the Landowner for the possible purchase of SE-33-109-19-5.

CARRIED

18.8 Bids/Capacity for Provincial Sport Hosting - Advice from officials, pursuant to FOIP Part 1, Division 2, section 24(1)(a) and (b)(i).

**19. ADJOURNMENT**

**Resolution# 296-22**

Moved by Councillor Anderson  
THAT Council adjourn the August 29, 2022, Regular Council meeting at 10:38 p.m.

CARRIED

[Original signed by C. McAteer]  
Mayor

[Original signed by S. Beaton]  
Municipal Clerk