



REGULAR COUNCIL MEETING
Council Chambers
July 10, 2023, at 7:00 p.m.

APPROVED MINUTES

IN ATTENDANCE:

<u>COUNCIL</u>	Crystal McAteer Boyd Langford Josh Lambert Mark Liboiron Jan Welke Terry Jessiman	Mayor (V/C) Deputy Mayor Councillor Councillor Councillor Councillor
<u>STAFF</u>	Clark McAskile Keith Straub Rodney Schmidt Hayley Gavin Jeri Phillips Jena-Raye Clarke Bill Schnarr Lydie Watters	Chief Administrative Officer Director of Operations Director of Emergency Services Director of Planning and Development (V/C) Director of Finance and Administration Director of Community Services Communications Coordinator Municipal Clerk/Recording Secretary
<u>REGRETS</u>	Brent Anderson	Councillor

1. CALL TO ORDER

Deputy Mayor Langford called the meeting to order at 7:00 p.m.

2. ADOPTION OF AGENDA

2.1 Regular Meeting Agenda for
July 10, 2023

Request for additions or amendment to the agenda.

Resolution #247-23

Moved by Councillor Lambert

THAT Council adopt the July 10, 2023, Meeting Agenda with Item 15.4 moved to Item 14.1.

CARRIED

3. PUBLIC HEARING

4. PRESENTATIONS

5. DELEGATIONS

5.1 Staff Sergeant Devron Dittmer
RCMP High Level Detachment

June 2023 Occurrence Stats and Monthly Summary.

6. APPROVAL OF THE MINUTES

6.1 June 26, 2023, Regular Council
unapproved meeting minutes

Resolution #248-23

Moved by Councillor Jessiman

THAT Council approve the Regular Council meeting minutes of
June 26, 2023 as amended.

CARRIED

7. DELEGATION BUSINESS

7.1 RCMP High Level Detachment June 2023 Occurrence Stats and Monthly Summary

Resolution #249-23

Moved by Councillor Liboiron
THAT Council accept the RCMP High Level Detachment's June 2023 Occurrence Stats and Monthly Summary for information.

CARRIED

8. MAYOR'S REPORT

8.1 Mayor's report

None at this time

9. COUNCIL COMMITTEE REPORTS

9.1 Committee reports on which Councillors are appointed:

- Deputy Mayor Langford
- Councillor Anderson
- Councillor Jessiman
- Councillor Liboiron
- Councillor Lambert
- Councillor Welke

Deputy Mayor Langford:

July 1 – Canada Day Celebration

Councillor Jessiman:

None to report

Councillor Lambert:

July 1 – Canada Day Celebration

Councillor Liboiron:

July 1 – Canada Day Celebration

Councillor Welke:

July 1 – Canada Day Celebration

Resolution #250-23

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

CARRIED

10. ADMINISTRATIVE REPORTS

10.1 Council's Action List

Resolution #251-23

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

CARRIED

10.2 Upcoming Events List

Resolution #252-23

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

CARRIED

10.3 Strategic Plan 2nd Quarter Update

Resolution #253-23

Moved by Councillor Welke
THAT Council accept the Strategic Plan 2nd Quarter Update Report for information.

CARRIED

10.4 Monthly Report to Council – June 2023

Resolution #254-23

Moved by Councillor Liboiron

THAT Council accept the Monthly Report to Council for information.

CARRIED

11. ADMINISTRATIVE INQUIRIES

12. OLD BUSINESS

12.1 RFD: Waste Collection Program

Resolution #255-23

Moved by Councillor Liboiron

THAT Council approve two 64 gallon wheeled carts for residential garbage pickup – one black and one green.

FURTHER THAT Council allocate \$220,000 from General Reserves to purchase wheeled carts for residential garbage pickup.

CARRIED

13. NEW BUSINESS

14. CORRESPONDENCE FOR ACTION

14.1 NAV Canada – Conclusion of Assessment – July 7, 2023

Resolution #256-23

Moved by Councillor Welke

THAT Council send a letter to the Minister of Transport Canada outlining the Town of High Level's concern with the Conclusion of Assessment from NAV Canada proposing to reduce hours at the High Level Airport.

CARRIED

15. CORRESPONDENCE FOR INFORMATION

15.1 Letter to the Minister of Education from the Municipal District of Fairview No. 136: Imminent Demolition/Transfer of Ownership of Buildings at Northwestern Polytechnic, Fairview Campus

15.2 FRIAA FireSmartProgram Approval for Town of High Level Wildfire Mitigation Strategy and Wildfire Preparedness Guide Update Project

15.3 FRIAA FireSmartProgram Approval Town of High Level Tabletop Exercise

Resolution #257-23

Moved by Councillor Lambert

THAT Council accept items 15.1 to 15.3 for information.

CARRIED

16. NOTICE OF MOTIONS

17. QUESTION PERIOD

18. CLOSED SESSION

Deputy Mayor Langford thanked the viewers, ending the public portion of the meeting and requested a motion to move into closed session.

Resolution #258-23

Moved by Councillor Jessiman

THAT Council move into closed session at 7:45 p.m., pursuant to FOIP section 24(1)(b)(i), (c), and (d), respectively.

CARRIED

Per section 197(6) of the MGA, the following individuals remained in closed session:

Elected officials – C. McAteer (V/C), B. Langford, J. Lambert, M. Liboiron, J. Welke, T. Jessiman; and

Staff – C. McAskile, H. Gavin (V/C), K. Straub, R. Schmidt, J. Phillips, J. Clarke, B. Schnarr and L. Watters

C. McAskile, H. Gavin (V/C), K. Straub, R. Schmidt, J. Phillips, J. Clarke, B. Schnarr and L. Watters left the meeting at 8:40 pm.

C. McAskile returned to the meeting at 9:10 pm.

Resolution #259-23

Moved by Councillor Jessiman

THAT Council move out of closed session at 9:25 p.m.

CARRIED

18.1 RFD: Planning & Development
Organizational Structure
Advice from officials, pursuant to FOIP
Part 1, Division 2, s. 24(1)(d)

Resolution #260-23

Moved by Councillor Lambert

THAT Council approves an additional permanent full-time 1.0 FTE Planning and Development Officer position and the change in title of the existing Planning and Development Officer position to Planning and Development Clerk.

FURTHER THAT Council approves the increase of 0.33 FTE to 1.0 FTE for the Economic Development Officer position.

FURTHERMORE, THAT Council approves the \$36,555 increase in salaries and wages to the 2023 Operating Budget and implements a fee of \$1,250.00 per endorsement letter issued by the Town to applicants under the Alberta Advantage Rural Renewal Stream.

CARRIED

18.2 RFD: Industrial Road
Rehabilitation Local Improvement
Advice from officials, pursuant to FOIP,
Part 1, Division 2, Section 24(1)(a) and
(b)(i).

Resolution #261-23

Moved by Councillor Welke

THAT Council request that administration bring financing options to the August 2, 2023, regular council meeting.

CARRIED

18.3 Industrial Property Acquisition
Business Interests of a Third Party,
pursuant to FOIP, Part 1, Division 2,
s.16(1).

Resolution #262-23

Moved by Councillor Welke
THAT Council approve the purchase of 11 parcels, including Plan 072
8383; Block 32; Lots 1-8 and Plan 072 8383; Block 33; Lots 4-6 for
\$1.00, plus the repayment of the vendor's 2023 property taxes in the
amount of \$5,878.05.

CARRIED

18.4 Personnel – Evaluation – CAO
Disclosure harmful to personal privacy,
pursuant to FOIP Part 1, Division 2,
section 17(4)(f).

Council discussed this item.

19. ADJOURNMENT

Resolution #263-23

Moved by Councillor Lambert
THAT Council adjourn the July 10, 2023, Regular Council meeting at
9:26 p.m.

CARRIED

[Original signed by C. McAteer]
Mayor

[Original signed by L. Watters]
Municipal Clerk