



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING MINUTES  
Live Stream through Town of High Level Facebook  
March 22, 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 Councillor Councillor
<b><u>STAFF</u></b>	Clark McAskile Jeri Phillips Ruth Rolfe Rodney Schmidt Keith Straub Bill Schnarr Charles Carstens Sandra Beaton	Chief Administrative Officer Director of Finance and Administration Director of Community Services Director of Protective Services Director of Operations Communication Coordinator Manager HR/Payroll and IT (Virtual) Municipal Clerk/Recording Secretary
<b><u>REGRETS</u></b>	Hayley Gavin	Land Use & Planning Manager

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

Regular Meeting Agenda,  
March 22, 2021

Request for any changes to the agenda.  
Move Correspondence for Information Item 15.1 to New Business Item 13.8

**Resolution# 104-21**

Moved by Councillor Jessiman  
THAT Council adopt the March 22, 2021 Regular Meeting Agenda as amended.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

None.

**6. APPROVAL OF THE MINUTES**

6.1 March 8, 2021 Regular Council meeting unapproved minutes

**Resolution# 105-21**

Moved by Councillor Anderson  
THAT Council approve the March 8, 2021 Regular Council meeting minutes, as circulated.

CARRIED

**7. DELEGATION BUSINESS**

None.

**8. MAYOR'S REPORT**

8.1 Mayor's Report for period  
March 8 - 22, 2021

Mar 07 – Airport Beautification Task Force  
Mar 09 – Canadian Strategy Group meeting  
Mar 09 – Community Economic Development Initiative (CEDI), Multi-Purpose Facility Strategic Plan Review  
Mar 10 – CEDI Working Group  
Mar 10 – Meeting with Minister McIvor  
Mar 17 – CEDI Logo, Artists submission review with Working Group  
Mar 18 – Boreal Housing Special meeting  
Mar 18 – Canadian Strategy Group

**Resolution# 106-21**

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:

Mar 09 – CEDI, Multi-Purpose Facility Strategic Plan Review  
Mar 12 – Port of Prince Rupert container port update

Councillor Anderson:

No committee meetings to report.

Councillor Jessiman:

Mar 16 – HL Policing Society, update on lack of grant funding.  
- Child Advocacy Centre update

Councillor Morgan:

No committee meetings to report.

Councillor Welke:

Mar 16 – Northwest FASD Society Board meeting

**Resolution# 107-21**

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

CARRIED

**10. ADMINISTRATIVE REPORTS**

## 10.1 Council Action List

**Resolution# 108-21**

Moved by Deputy Mayor Langford  
THAT Council accept the Action List for information.

CARRIED

**11. ADMINISTRATIVE INQUIRIES**

None.

**12. OLD BUSINESS**

None.

**13. NEW BUSINESS**13.1 RFD: Multi-purpose facility  
- From the March 15, 2021 CoW  
meeting**Resolution# 109-21**

Moved by Councillor Jessiman  
THAT subdivisions and a legal agreement with change of ownership, are completed for Fort Vermillion School Division (FVSD) and Town of High Level's adjacent property, for the area designated for the new multipurpose facility and resultant land exchange for FVSD.

CARRIED

13.2 Face Covering Bylaw 1013-20  
- From the March 15, 2021 CoW  
meeting**Resolution# 110-21**

Moved by Deputy Mayor Langford  
THAT Council give First Reading of Bylaw 1020-21, being a bylaw to repeal the Town of High Level Face Covering Bylaw 1013-20.

CARRIED

**Resolution# 111-21**

Moved by Councillor Morgan  
THAT Council give Second Reading of Bylaw 1020-21.

CARRIED

**Resolution# 112-21**

Moved by Councillor Welke  
THAT Council unanimously agree to consider Third Reading of Bylaw 1020-21.

CARRIED

**Resolution# 113-21**

Moved by Deputy Mayor Langford  
THAT Council give Third Reading of Bylaw 1020-21.

CARRIED

13.3 2021 Wage Grid & Organizational Structure, and 2021 Final Operating Budget & 2021 Capital Budget

**Resolution# 114-21**

Moved by Councillor Welke  
THAT Council approve the 2021 Final Wage Grid and Organizational Structure as presented at the March 22, 2021 Regular Council meeting.

CARRIED

**Resolution# 115-21**

Moved by Deputy Mayor Langford  
THAT Council adopt the 2021 Operating Budget and 2021 Capital Budget as presented at the March 22, 2021 Regular Council meeting.

CARRIED

13.4 RFD: Peace Officer Policy Review  
- From the March 15, 2021 CoW meeting

**Resolution# 116-21**

Moved by Councillor Morgan  
THAT Council approves Administrations revisions of Peace Officer Firearms Policy 261-19.

CARRIED

**Resolution# 117-21**

Moved by Councillor Anderson  
THAT Council approves proposed Peace Officer use of Force & Arrest Policy 263-21.

CARRIED

13.5 RFD: By-election  
- From the March 15, 2021 CoW meeting

**Resolution# 118-21**

Moved by Councillor Jessiman  
THAT Council does not hold a by-election in 2021.

CARRIED

13.6 RFD: Councillor Committees vacancies  
- From the March 15, 2021 CoW meeting

**Resolution# 119-21**

Moved by Councillor Morgan  
THAT Council approve the committee appointments to the Committee List as presented.

CARRIED

13.7 RFD: 2021 Tax Year Property Tax Exemptions

**Resolution# 120-21**

Moved by Councillor Morgan  
THAT Council table RFD: 2021 Tax Year Property Tax Exemptions to the April 12, 2021 Regular Council meeting.

CARRIED

13.8 Letter of support from MLA Williams regarding the Multi-purpose facility

**Resolution# 121- 21**

Moved by Councillor Morgan  
THAT Council accept for information Councillor Welke's endorsement of the Multi-purpose facility.

CARRIED

**14. CORRESPONDENCE FOR ACTION**

14.1 AUMA – Interim Alberta Police Advisory Board Survey on operational board governance

**Resolution# 122-21**

Moved by Councillor Jessiman  
THAT Mayor McAteer complete the Interim Alberta Police Advisory Board Survey on operational board governance.

CARRIED

14.2 AUMA - Spring 2021 Municipal Leaders' Caucus, April 14, 15, and 16, 2021.

**Resolution# 123-21**

Moved by Councillor Welke  
THAT all available Councillors who wish to attend the Spring 2021 Municipal Leaders' Caucus on April 14, 15, and 16, 2021 advise Administration.

CARRIED

**15. CORRESPONDENCE FOR INFORMATION**

15.1 Letter of support from MLA Williams regarding the Multi-purpose facility Moved to 13.8

15.2 AUMA – Municipal Elected Leaders Courses

15.3 Athabasca County – Proposed changes to AER Directive 067

15.4 Mayor of Mayerthorpe – Town's west letter

15.5 Letter to Minister Madu – President's Summit on Policing re RCMP policing in Alberta

15.6 Strategic Transportation Infrastructure Program (STIP) funding – Gateway Blvd Extension

15.7 Peace River Constituency - Air and Land Transportation, stimulus funding for rural ground and air transportation.

**Resolution# 124-21**

Moved by Councillor Morgan  
THAT Council accept items 15.2 to 15.7 for information.

CARRIED

**16. NOTICE OF MOTIONS**

None.

**17. QUESTION PERIOD**

None.

**18. CLOSED SESSION**

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

**Resolution# 125-21**

Moved by Councillor Anderson  
THAT Council move into closed session at 7:49 p.m., pursuant to FOIP, Part 1, Division 2, sections 21 and 24.

CARRIED

Councillors C. McAteer, B. Langford, M. Morgan, J. Welke, B. Anderson, T. Jessiman, and the following staff, J. Phillips, R. Rolfe, K. Straub, R. Schmidt, B. Schnarr and C. Carstens (virtual) remained in the closed session meeting.

**Resolution# 126-21**

Moved by Councillor Anderson  
THAT Council move out of closed session at 8:21 p.m.

CARRIED

18.1 Mackenzie County and Town of High Level 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 RFD – Lease for AHS for Vaccination Clinic

**Resolution# 127-21**

Moved by Councillor Morgan  
THAT Council pass a motion to lease the curling rink to AHS for \$3,200 per month plus any expenses the Town may incur for renting furnishings or miscellaneous fixtures or equipment. The lease would include the space, utilities, janitorial and Town owned furniture, but any additional items, such as dividers, not owned by the Town would be charged at cost to AHS.

CARRIED

**19. ADJOURNMENT**

**Resolution# 128-21**

Moved by Councillor Morgan  
THAT Council adjourn the March 22, 2021 meeting at 8:22 p.m.

CARRIED

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Mayor

\_\_\_\_\_  
Municipal Clerk