



**TOWN OF HIGH LEVEL
REGULAR COUNCIL MEETING
Council Chambers at 7:00 p.m.
February 12, 2018**

APPROVED MINUTES

IN ATTENDANCE:

<u>COUNCIL</u>	Crystal McAteer Boyd Langford Brent Anderson Ellis Forest Beth Gillis	Mayor Deputy Mayor Councillor Councillor Councillor
<u>STAFF</u>	Dan Fletcher Keith Straub Carolyn Zenko Rodney Schmidt Sandra Beaton	Chief Administrative Officer Director of Operations Director of Finance Director of Protective Services Municipal Clerk/Recording Secretary
<u>GUEST</u>	Jordan Maskell	ECHO Press
<u>REGRETS</u>	Terry Jessiman Mike Morgan Ashleigh Bulmer Serena Weipert	Councillor Councillor Director of Development and IT Services Director of Community Services

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Regular Council Meeting Agenda,
February 12, 2018

Resolution# 045-18
Moved by Councillor Forest
THAT Council adopt the February 12, 2018 Regular Council Meeting
Agenda with the addition of New Business item 12.3, RFD: COLA and
Travel Allowance

CARRIED

3. PUBLIC HEARING

None.

4. PRESENTATIONS

None.

5. DELEGATIONS

5.1 Corporal Sue Harvey,
RCMP High Level Detachment

RCMP High Level Detachment Report

- Jan 2018 HL RCMP Policing Highlights
- Jan 2018 HL RCMP Crime Reduction Unit Highlights
- Town of HL - High Level Detachment, Crime Data – Jan 2018
- HL Provincial Detachment Stat Comparison - Jan to Jan: 2014 – 2018

6. ADOPTIONS OF THE MINUTES

6.1 Regular meeting minutes of
January 22, 2018

Resolution# 046-18

Moved by Councillor Anderson

THAT Council adopts the Regular meeting minutes of January 22, 2018 as amended.

CARRIED

7. DELEGATION BUSINESS

7.1 RCMP High Level Detachment
Report

- Jan 2018 HL RCMP Policing Highlights
- Jan 2018 HL RCMP Crime Reduction Unit Highlights
- Town of HL - High Level Detachment, Crime Data – Jan 2018
- HL Provincial Detachment Stat Comparison - Jan to Jan: 2014 – 2018

Resolution# 047-18

Moved by Deputy Mayor Langford

THAT Council accepts the January 2018 RCMP High Level Detachment report for information.

CARRIED

8. MAYOR'S REPORT

January 22 – February 9, 2018

Jan 23 – Regional Economic Development Initiative

Jan 25 – Boreal Housing

Jan 25 – Northwest Species at Risk (NWSAR) Open House in Paddle Prairie

Jan 29 – NWSAR

Feb 6-7 – Caribou Range Planning

Feb 6 – Meeting with former Chief Bernard Meneen

Feb 12 – Meeting with RCMP

Resolution# 048-18

Moved by Councillor Gillis

THAT Council accepts the Mayor's report for information.

CARRIED

9. COUNCIL COMMITTEE REPORTS

9.1 Committee reports on which
Councillors are appointed:

- Deputy Mayor Langford

Deputy Mayor Langford:

Jan 23 – Regional Economic Development Initiative

Feb 7 – Tri Council

Feb 7- Chamber of Commerce Annual General Meeting

- Councillor Anderson
- Councillor Forest
- Councillor Gillis
- Councillor Jessiman (away)
- Councillor Morgan (away)

Councillor Anderson:
Feb 7 – Tri Council meeting

Councillor Forest:
Feb 7 – Tri Council meeting
Feb 7 – Community Futures meeting

Councillor Gillis:
Jan 29 – Northern Lakes College, Community Education Committee
Jan 31 – Library Board meeting
Feb 7 – Tri Council meeting

Resolution# 049-18

Moved by Councillor Anderson
THAT Council accepts the Councillor Committee reports as presented.

CARRIED

10. ADMINISTRATION REPORTS

10.1 Council Meeting Action List

Resolution# 050-18

Moved by Councillor Forest
THAT Council accepts the Council Meeting Action List as circulated.

CARRIED

10.2 Council Donation List

Resolution# 051-18

Moved by Deputy Mayor Langford
THAT Council accepts the Council Donation List as circulated.

CARRIED

10.3 Protective Services 2017 Reports

Resolution# 052-18

Moved by Councillor Forest
THAT Council accepts the 2017 department reports from Protective Services as presented.

CARRIED

11. ADMINISTRATIVE INQUIRIES

None.

12. OLD BUSINESS

12.1 RFD: Town of High Level Library Board Memorandum of Understanding (MOU)
- Rise and report from the Feb 5th CoW meeting.

Resolution# 053-18

Moved by Deputy Mayor Langford
THAT Council accept and agree to the Town of High Level Library Board Memorandum of Understanding (MOU);
AND
THAT Council direct administration to forward a copy of the MOU to the Library Board for acceptance.

CARRIED

12.2 RFD: Write-off of uncollectible accounts
- Rise and report from the Feb 5th CoW meeting.

Resolution# 054-18

Moved by Deputy Mayor Langford
That Council table the *Write-off uncollectible accounts* to the February 26th Regular Council meeting.

CARRIED

12.3 RFD: COLA and Travel Allowance

Resolution# 055-18

Moved by Deputy Mayor Langford
THAT Council remove previously approved COLA increase of 1.6% and replace with travel allowance increase of \$1,500 for each full-time employee; AND

THAT Council revise reserve transfer of \$100,000 for resurfacing of outdoor rink; AND

THAT Council approve changes to the Travel Benefit Allowance Policy 184-01 as presented.

CARRIED

13. NEW BUSINESS

13.1 Excused absence – Deputy Mayor Langford

Resolution# 056-18

Moved by Councillor Forest
THAT Council approve Deputy Mayor Langford's absence from the Committee of the Whole Meeting, March 19th and the Regular Council meeting, March 26th, 2018.

CARRIED

13.2 RFD: REVISED Cemetery Bylaw 895-10
- Rise and report from the Feb 5th CoW meeting.

Resolution# 057-18

Moved by Councillor Forest
THAT Council give First Reading to Revised Bylaw 895-10 known as the Revised Cemetery Bylaw.

CARRIED

Resolution# 058-18

Moved by Deputy Mayor Langford
THAT Council give Second Reading to Revised Bylaw 895-10.

CARRIED

Resolution# 059-18

Moved by Councillor Gillis
THAT Council unanimously agree to consider Third Reading of Revised Bylaw 895-10.

CARRIED

Resolution# 060-18

Moved by Councillor Anderson
THAT Council give Third Reading to Revised Bylaw 895-10.

CARRIED

13.3 RFD: History Book
- Rise and report from the Feb 5th
CoW meeting.

Resolution# 061-18

Moved by Deputy Mayor Langford
THAT Council approve the printing of 1500 books with 128 color pages with the addition of \$13,215 to the 2018 Museum Publication Operational budget out of general reserves; AND

THAT Council approves a wholesale price of \$70/book and a retail price of \$85/book; AND

THAT council approve the gifting of a book to the five History Book community committee members.

CARRIED

13.4 RFD: Downtown 100th Ave
Parking Expansion
- Rise and report from the Feb 5th
CoW meeting.

Resolution# 062-18

Moved by Councillor Forest
THAT Council amends the 2017 Capital budget to include the costs up to \$20,000 for professional and engineering costs to have the Downtown 100th Avenue parking lot expansion project tender ready for the 2018 Capital budget; AND

THAT Council allocates the \$20,000 from the General Reserves.

CARRIED

13.5 RFD: Granting property tax
exemptions...Re non-profit
organizations.
- Rise and report from the Feb 5th
CoW meeting.

Resolution# 063-18

Moved by Deputy Mayor Langford
THAT Council exempt from property taxation for the 2018 taxation year the following properties for which a property tax exemption application was received from community non-profit organizations:

- High Level Native Friendship Centre, 11000 95th Street
- High Level Agriculture Society, 9500 Highway 58
- High Level Toy Lending Library Society, 10905 100 Avenue and 10907 100 Avenue
- Coalition for Far Northwest Alberta Brighter Futures Society, 10202 98 Avenue
- Northwest Alberta Resource Society, 10502 98 Avenue
- Golden Range Society, 10201 105 Avenue; AND

THAT these property tax exemptions remain in place for three years, up to and including the 2020 taxation year, providing a detailed annual report is submitted to the Town of High Level Administration that indicates how they qualify for further tax exemption.

CARRIED

13.6 Appointment – Northwest Alberta Regional Emergency Advisory Committee

Resolution# 064-18

Moved by Councillor Forest
THAT Council appoint Councillor Jessiman and Councillor Anderson to the Northwest Alberta Regional Emergency Advisory Committee.

CARRIED

13.7 Appointment – Mackenzie Regional Charity Golf Committee

Resolution# 065-18

Moved by Councillor Anderson
THAT Council appoint Deputy Mayor Langford and Councillor Gillis to the Mackenzie Regional Charity Golf Committee.

CARRIED

13.8 Assessment Review Board Training – New Member Dates

Resolution# 066-18

Moved by Councillor Forest
THAT Council approve Deputy Mayor Langford and Councillor Gillis to attend the Assessment Review Board training.

CARRIED

14. CORRESPONDENCE FOR ACTION

14.1 AUMA, Police funding letter writing campaign

Resolution# 067-18

Moved by Deputy Mayor Langford
THAT Council accept the *AUMA Police funding letter writing campaign* for information.

CARRIED

14.2 Letter of support for NWSAR Recommendations Report, Municipalities

Resolution# 068-18

Moved by Councillor Forest
THAT Council instruct Administration to send the *Letter of Support for the Northwest Species at Risk (NWSAR) Recommendations Report* to the Honourable Shannon Phillips, Minister of Environment and Parks.

CARRIED

15. CORRESPONDENCE FOR INFORMATION

15.1 AB Association of Municipal Districts & Counties - Contact Newsletter, Jan 24, 2018 | Vol 2018 Issue 4

15.2 Municipal Affairs – 17th Annual Ministers Awards for Municipal Excellence, dated Jan 24, 2018

15.3 Honourable Robert E. Warner, Speaker Alberta, Re Mace – Thank you letter, dated Jan 18, 2018

15.4 Tri Council meeting agenda for February 7, 2018

15.5 Email, Tolko re CHP Project – dated Jan 31, 2018

Resolution# 069-18

Moved Councillor Gillis
THAT Council accepts item 15.1 to 15.5 for information.

CARRIED

16. NOTICE OF MOTIONS

None.

17. QUESTION PERIOD

No questions were asked.

18. IN CAMERA

Resolution# 070-18

Moved by Councillor Forest
THAT Council move in camera at 8:27 p.m.

CARRIED

Resolution# 071-18

Moved by Councillor Anderson
THAT Council move out of in camera at 9:12 p.m.

CARRIED

18.1 High Level Sportsplex – Tender Analysis
Disclosure harmful to business interests of a third party - Pursuant to FOIP, Section 16(1)(c)(i)

Resolution# 072-18

Moved by Deputy Mayor Langford
THAT Council table the High Level Sportsplex to the Feb 26th Regular Council meeting – in camera.

CARRIED

18.2 Auditors Letter
Testing procedures, tests and audits Pursuant to FOIP Part 1, Div 2, s26(a)

Resolution# 073-18

Moved by Councillor Forest
THAT Council accept the letter from Hawkings Epp Dumont LLP for information.

CARRIED

19. ADJOURNMENT

Resolution# 074-18

Moved by Councillor Forest
THAT Council adjourns the February 12th, 2018 meeting at 9:15 p.m.

CARRIED

Mayor

Municipal Clerk