



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING  
Council Chambers at 7:00 p.m.  
April 8, 2019**

**APPROVED MINUTES**

**IN ATTENDANCE:**

<b><u>COUNCIL</u></b>	Crystal McAteer Boyd Langford Brent Anderson Beth Gillis Ellis Forest Terry Jessiman Mike Morgan	Mayor Deputy Mayor Councillor Councillor Councillor Councillor Councillor
<b><u>STAFF</u></b>	Clark McAskile Keith Straub Carolyn Zenko Serena Weipert Rodney Schmidt Sandra Beaton	Chief Administrative Officer Director of Operations Director of Finance Director of Community Services Director of Protective Services Municipal Clerk/Recording Secretary
<b><u>PRESS</u></b>	Bill Schnarr	Echo-Pioneer

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

Regular Council Meeting Agenda,  
April 8, 2019

Request for any additions or deletions to the agenda.  
Addition, 13.6 National Day of Remembrance of Vimy Ridge

**Resolution# 135-19**

Moved by Councillor Forest  
THAT Council adopt the April 8, 2019 Regular Council Meeting Agenda  
as amended.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

5.1 RCMP High Level Detachment,  
Cpl Sam HOLM

RCMP High Level Detachment Report  
• March 2019 High Level RCMP Crime Reduction Unit highlights  
and statistics.

**6. ADOPTIONS OF THE MINUTES**

6.1 Regular Council meeting minutes of March 25, 2019.

**Resolution# 136-19**

Moved by Councillor Morgan  
THAT Council adopts the Regular Council meeting minutes of March 25, 2019 as presented.

CARRIED

**7. DELEGATION BUSINESS**

7.1 RCMP High Level Detachment Report

**Resolution# 137-19**

Moved by Councillor Gillis  
THAT Council accept the RCMP High Level Detachment Report for information.

CARRIED

**8. MAYOR'S REPORT**

March 25 – April 8, 2019

- included in Agenda package.

**Resolution# 138-19**

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

Deputy Mayor Langford:

Mar 06 – Tri Council

Mar 19 – HL Forests Public Advisory Group

Mar 26 – Regional Economic Development Initiative Board meeting

Mar 28 – Mackenzie Regional Golf Committee meeting

Apr 08 – Assessment presentation

Apr 08 – Fire hall presentation - truck donation

Councillor Anderson:

Mar 05 – Inter-Municipal Planning Commission

Apr 08 – Assessment presentation

Apr 08 – Fire hall presentation - truck donation

Councillor Forest:

Mar 06 – Tri Council

Mar 28 – Tourism Enhancement Grant Committee

Apr 08 – Assessment presentation

Apr 08 – Fire hall presentation - truck donation

Councillor Gillis:

Mar 27 – Library Board Meeting

Mar 28 – Mackenzie Regional Golf Committee meeting

Mar 28 – Alberta Library Trustee Association Board meeting via phone

Apr 01 – Community Economic Development Initiative Working Group

Apr 02 – Alberta Indigenous Tourist  
 Apr 08 – Assessment presentation  
 Apr 08 – Fire hall presentation - truck donation

Councillor Jessiman:

Apr 08 – Assessment presentation  
 Apr 08 – Fire hall presentation - truck donation

Councillor Morgan:

Mar 06 – Tri Council  
 Mar 27 – HL Library Board meeting  
 Apr 08 – Assessment presentation  
 Apr 08 – Fire hall presentation - truck donation

**Resolution# 139-19**

Moved by Councillor Morgan  
 THAT Council accept the Councillor Committee reports as presented.

CARRIED

## **10. ADMINISTRATION REPORTS**

10.1 Council Meeting Action List

**Resolution# 140-19**

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

CARRIED

10.2 Capital Project Status Report

**Resolution# 141-19**

Moved by Councillor Forest  
 THAT Council accepts the Capital Project Status Report for information.

CARRIED

## **11. ADMINISTRATIVE INQUIRIES**

None.

## **12. OLD BUSINESS**

None.

## **13. NEW BUSINESS**

13.1 ADMIN REQ: Actions Resulting from Council and Committee Meetings

**Resolution# 142-19**

Moved by Deputy Mayor Langford  
 THAT Council accept the ADMIN REQ: Actions Resulting from Council and Committee Meetings re credit card payments for information.

CARRIED

13.2 ADMIN REQ: CEDI – 2nd Workshop dates

**Resolution# 143-19**

Moved by Councillor Forest  
 THAT Council choose June 19<sup>th</sup> for the CEDI Workshop #2.

CARRIED

13.3 ADMIN REQ: FCSS Volunteer  
Appreciation BBQ

**Resolution# 144-19**

Moved by Councillor Forest

THAT all available Council attend the Volunteer Appreciation BBQ on April 29<sup>th</sup> from 6:00-8:00pm and assist with serving; AND

Further THAT Mayor McAteer deliver a few words of appreciation.

CARRIED

13.4 Tax Arrears Recovery Public  
Auction – Reserve Bids and Conditions

**Resolution# 145-19**

Moved by Councillor Morgan

THAT Council set the reserve bids for the following properties subject to property tax arrears recovery public auction in 2019 using the current assessment values as follows:

ROLL#	LOT	BLOCK	PLAN	TOTAL CURRENT ASSESSED VALUE
1028.000	11	38	8321075	\$96,970
1463.000	13	48	0022561	\$250,860

AND FURTHER THAT Council establish the sale conditions that a 25% down payment via cash or certified cheque is required within 24 hours of auction close with payment in full due within 30 days.

CARRIED

13.5 Downtown 100 Avenue Parking  
Expansion 2018 Capital Project

**Resolution# 146-19**

Moved by Deputy Mayor Langford

THAT Council repeal Local Improvement Tax Bylaw #986-18;

AND FURTHER, THAT Council fund the 2018 costs of \$344,088.45 for the Downtown 100 Avenue Parking Expansion Project, being \$144,088.45 from the General Reserves and \$200,000 from 2019 Gas Tax Fund allocation.

AND FURTHERMORE THAT Council cancel the Sidewalk Repair and Rehabilitation Project included in the 2019 Capital Budget.

CARRIED

13.6 National Day of Remembrance of  
Vimy Ridge

**Resolution# 147-19**

Moved by Councillor Anderson

THAT Council instruct Administration to fly the flags at half-mast on April 9, 2019 in honour of the National Day of Remembrance of Vimy Ridge.

CARRIED

13.7 AB Infrastructure, response to March 15/2019 re 2018 TOHL Grants in Place of Taxes

**Resolution# 148-19**

Deputy Mayor Langford

THAT Council instruct Administration to write a response to Alberta Infrastructure requesting the Town of High Level be advised of timelines and for copies of the test results and reports.

CARRIED

**14. CORRESPONDENCE FOR ACTION**

None.

**15. CORRESPONDENCE FOR INFORMATION**

15.1 Rural Municipalities Assoc. (RMA) Contact Newsletters – Mar 29, 2019 Issue 12

~~15.2 AB Infrastructure, response to March 15/2019 re 2018 TOHL Grants in Place of Taxes~~

Moved to 13.7

15.3 Tourism Enhancement Grant Committee Meeting unapproved minutes, Mar 28/2019

**Resolution# 149-19**

Moved by Councillor Morgan

THAT Council accepts items 15.1 and 15.3 for information.

CARRIED

**16. NOTICE OF MOTIONS**

None.

**17. QUESTION PERIOD**

None.

**18. IN CAMERA**

**Resolution# 150-19**

Moved by Councillor Forest

THAT Council move in camera at 7:50 p.m.

CARRIED

**Resolution# 151-19**

Moved by Councillor Morgan

THAT Council move out of in camera at 8:30 p.m.

CARRIED

18.1 MOU – TOHL/Northwest Species at Risk Committee, and Project Manager position Personal Privacy, Pursuant to FOIP Part 1, Div 2, s 17(1)

**Resolution# 152-19**

Moved by Councillor Morgan

THAT Council accept the recommendation regarding the Memorandum of Understanding-Town of High Level/Northwest Species at Risk Committee, and the Project Manager position as presented.

CARRIED

18.2 RFD: CAO Employment Agreement  
Personal Privacy, Pursuant to FOIP,  
Part 1, Div 2, s 17(1)

**Resolution# 153-19**

Moved by Councillor Morgan  
THAT Council approve the Chief Administrative Officer's contract as presented.

CARRIED

**19. ADJOURNMENT**

**Resolution# 154-19**

Moved by Councillor Morgan  
THAT Council adjourn the April 8, 2019 meeting at 8:31p.m.

CARRIED

\_\_\_\_\_  
Mayor

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