



**TOWN OF HIGH LEVEL
REGULAR COUNCIL MEETING
Council Chambers at 7:00 p.m.
April 23, 2018**

APPROVED MINUTES

IN ATTENDANCE:

<u>COUNCIL</u>	Crystal McAteer Boyd Langford Brent Anderson Ellis Forest Beth Gillis Terry Jessiman Mike Morgan	Mayor Deputy Mayor Councillor Councillor Councillor Councillor Councillor
<u>STAFF</u>	Dan Fletcher Carolyn Zenko Ashleigh Bulmer Keith Straub Serena Weipert Sandra Beaton	Chief Administrative Officer Director of Finance Director of Development and IT Director of Operations Director of Community Services Municipal Clerk/Recording Secretary
<u>REGRETS</u>	Rodney Schmidt	Director of Protective 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,
April 23, 2018

Resolution# 159-18
Moved by Councillor Forest
THAT Council adopts the April 23, 2018 agenda as amended.

CARRIED

3. PUBLIC HEARING

None.

4. PRESENTATIONS

None.

5. DELEGATIONS

5.1 Mr. Chris Burris, Bear Necessities,
Sponsorship Request for Aurora-Con

Cancelled re email received from Mr. Burris on April 21st.

5.2 Mr. George Fehr and Ms. Toni
Petteplace, ATCO Electric Distribution

An ATCO Electric Distribution presentation was delivered by Mr. George Fehr and Ms. Toni Petteplace.

6. ADOPTION OF THE MINUTES

6.1 Regular Council Meeting minutes, April 9, 2018.

Resolution# 160-18

Moved by Councillor Morgan
THAT Council adopts the Regular Council Meeting minutes of April 9, 2018 as amended.

CARRIED

7. DELEGATION BUSINESS

7.1 ATCO Electric Distribution presentation

Resolution# 161-18

Moved by Councillor Forest
THAT Council directs Administration to work with ATCO to replace the Town street lighting with LED lighting.

CARRIED

Resolution# 162-18

Moved by Deputy Mayor Langford
That Council direct Administration to send a letter to Transportation requesting that they update the balance of highway 35 and highway 58 street lighting to LED lighting.

CARRIED

8. MAYOR'S REPORT

April 10th to 23th

Apr 16 – met with Dave West (TOLKO) re Caribou.
Apr 17 – High Level Public Forestry Advisory Group
Apr 17 – NWFASD Society

Resolution# 163-18

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
- Councillor Anderson
- Councillor Forest
- Councillor Gillis
- Councillor Jessiman
- Councillor Morgan

Deputy Mayor Langford:

Apr 11 – HL Chamber of Commerce
Apr 17-20 – Assessment Review Board Training in Calgary

Councillor Anderson:

No committee meetings.

Councillor Forest:

No committee meetings.

Councillor Gillis:

Apr 10 – High Level Municipal Library/Consort. meeting
Apr 11 – Mackenzie Frontier Tourist Association meeting
Apr 14 – High Level Municipal Library plan of service meeting

Councillor Jessiman:

Policing Society moved usual meeting date.

Councillor Morgan:

Apr 10 – High Level Municipal Library/Consort. meeting

Apr 11 – Mackenzie Frontier Tourist Association meeting

Apr 14 – High Level Municipal Library plan of service meeting

Resolution# 164-18

Moved by Councillor Morgan

THAT Council accepts the Councillor Committee reports for information.

CARRIED

10. ADMINISTRATION REPORTS

10.1 Council Meeting Action List

Resolution# 165-18

Moved by Councillor Forest

THAT Council accepts the Council Meeting Action List for information.

CARRIED

10.2 Council Donation List

Resolution# 166-18

Moved by Councillor Morgan

THAT Council accepts the Council Donation List for information.

CARRIED

10.3 2018 Capital Project Status Report

Resolution# 167-18

Moved by Councillor Morgan

THAT Council accepts the 2018 Capital Project Status Report for information.

CARRIED

10.4 Department Reports

- CAO
- Corporate Services
- Community Services
- Development & IT Services
- Operations
- Protective Services

Resolution# 168-18

Moved by Councillor Anderson

THAT Council accepts the March Department reports as presented.

CARRIED

11. ADMINISTRATIVE INQUIRIES

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

13.1 RFD: Memorandum of Understanding, High Level Stingrays Swim Club

Resolution# 169-18

Moved by Councillor Forest
THAT Council accept and agree to the High Level Stingrays Swim Club Memorandum of Understanding (MOU);

AND THAT Administration forward a copy of the MOU to the Stingray Swim Club Board for acceptance.

CARRIED

13.2 RFD: Bylaw 978-18, amendment to Land Use Bylaw 944-13
- Rise and report from April 16/2018 CoW meeting

Resolution# 170-18

Moved by Councillor Jessiman
THAT Council pass first reading of Bylaw 978-18 and advertise an Open House for May 11th and 12th;

AND THAT a Public Hearing be advertised for May 14th, 2018.

CARRIED

13.3 RFD: Bylaw 979-18, amendment to Business License Bylaw 873-08
- Rise and report from April 16/2018 CoW meeting

Resolution# 171-18

Moved by Deputy Mayor Langford
THAT Council pass first reading of Bylaw 979-18, amendment to Business License Bylaw 873-08 and advertise an Open House for May 11th and 12th;

AND THAT a Public Hearing be advertised for May 14th, 2018.

CARRIED

13.4 RFD: Bylaw 980-18, amendment to Revised Fees Bylaw 889-09
- Rise and report from April 16/2018 CoW meeting

Resolution# 172-18

Moved by Councillor Morgan
THAT Council pass first reading of Bylaw 980-18, amendment to Business License Bylaw 873-08 and advertise an Open House for May 11th and 12th;

AND THAT a Public Hearing be advertised for May 14th, 2018.

CARRIED

13.5 RFD: Plan Cancellation Bylaw 981-18

Resolution# 173-18

Moved by Councillor Anderson
THAT Council pass First Reading of Plan Cancellation Bylaw 981-18.

CARRIED

Resolution# 174-18

Moved by Councillor Gillis
THAT Council pass Second Reading of Bylaw 981-18;

CARRIED

Resolution# 175-18

Moved by Councillor Forest
THAT Council unanimously agree to consider Third reading of
Bylaw 981-18;

CARRIED UNANIMOUSLY

Resolution# 176-18

Moved by Councillor Morgan
THAT Council pass Third reading of Bylaw 981-18.

CARRIED

13.6 STARS Foundation
- Rise and report from April 16/2018
CoW meeting

Resolution# 177-18

Moved by Deputy Mayor Langford
THAT Council accept the STARS Foundation report for information.

DEFEATED

Resolution# 178-18

Moved by Councillor Jessiman
THAT Council donate \$2000 to the STARS Foundation.

CARRIED

13.7 RFD: Capital and Operating
Restricted Surplus Policy
- Rise and report from April 16/2018
CoW meeting

Resolution# 179-18

Moved by Councillor Morgan
THAT Council table the *RFD: Capital and Operating Restricted Surplus
Policy* to a future Regular Council meeting.

CARRIED

13.8 RFD: 2017 Operating Surplus
Transfers to Reserves – effective
December 31, 2017
- Rise and report from April 16/2018
CoW meeting

Resolution# 180-18

Moved by Councillor Morgan
THAT Council authorize the transfer of 95% of the 2017 operating
surplus, being \$538,172.20, to reserves as follows: \$242,256.80 to Utility
Reserves and the balance of \$295,915.40 to General Reserves.

CARRIED

13.9 RFD: Audited Financial
Statements 2017

Resolution# 181-18

Moved by Councillor Anderson
THAT Council approves the December 31, 2017 audited financial
statements as presented.

CARRIED

13.10 RFD: 2018 Budget

Resolution# 182-18

Moved by Deputy Mayor Langford
THAT Council approves the 2018 budget as amended.

CARRIED

13.11 RFD: 2018 Property Tax Bylaw
983-18

Resolution# 183-18

Moved by Councillor Morgan

THAT Council pass First Reading of 2018 Property Tax Bylaw 983-18.

CARRIED

Resolution# 184-18

Moved by Councillor Forest

THAT Council pass Second Reading of Bylaw 983-18;

CARRIED

Resolution# 185-18

Moved by Deputy Mayor Langford

THAT Council unanimously agree to consider Third reading of Bylaw 983-18;

CARRIED UNANIMOUSLY

Resolution# 186-18

Moved by Councillor Anderson

THAT Council pass Third reading of Bylaw 983-18.

CARRIED

13.12 RFD: Tax Arrears Recovery
Public Auction – Reserve Bid and
conditions

Resolution# 187-18

Moved by Councillor Gillis

THAT Council set the reserve bids for the following properties subject to property tax arrears recovery public auction in 2018 using the current assessment values, as follows:

Roll #	LOT	BLOCK	PLAN	TOTAL CURRENT ASSESSED VALUE
0216.000	1	8	3510KS	\$63,490
0920.500	35PUL	30	9522237	\$34,390

AND 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

13.13 RFD: 2018 FCM Convention
and Trade Show

Resolution# 188-18

Moved by Councillor Morgan

THAT Council approves the attendance of the Mayor at the 2018 Federation of Canadian Municipalities Convention and Trade Show.

CARRIED

14. CORRESPONDENCE FOR ACTION

14.1 2018 Fort Vermilion School
Division Awards Ceremony,
Apr 13/2018

Resolution# 189-18

Moved by Councillor Morgan
THAT Council approve the attendance of an available representative
(and guest) at the 2018 Fort Vermilion School Division banquet and
awards presentation on May 25/2018.

CARRIED

14.2 Minister Lori Sigurdson Seniors
and Housing – Ministers Senior
Service Award Apr 13/2018

Resolution# 190-18

Moved by Councillor Morgan
THAT Council accept the 2018 Minister's Seniors Service Awards
nomination letter for information.

CARRIED

14.3 Request for Donation – Northwest
Health Foundation

Resolution# 191-18

Moved by Councillor Jessiman
THAT Council approve the Request for Donation for a 1-year family pass
(value \$858.00) from the Northwest Health Foundation.

CARRIED

14.4 Barry Morishita, AUMA –
Summer 2018 Municipal Leaders
Caucus

Resolution# 192-18

Moved by Councillor Forest
THAT Council approve the attendance of Mayor McAteer at the Summer
2018 Municipal Leaders' Caucus June 12-14/2018 in Camrose.

CARRIED

15. CORRESPONDENCE FOR INFORMATION

15.1 Alberta Historical Resources Foundation, Dr. J. Maki Motapayane – Alberta Historical Resources
Foundation's Heritage Awards 2018 dated March 15/2018

15.2 Infrastructure Asset Management, The Canadian Institute – 3rd Annual Infrastructure Asset Management
West Conference

15.3 Alberta Urban Municipalities Association, Barry Morishita – Come together Conference in Edmonton of May
15-17, dated Apr 19/2018

Resolution# 193-18

Moved by Councillor Morgan
THAT Council accepts item 15.1 to 15.3 for information.

CARRIED

16. NOTICE OF MOTIONS

None.

17. QUESTION PERIOD

18. IN CAMERA

Resolution# 194-18

Moved by Councillor Forest
THAT Council move in camera at 8:46 pm.

CARRIED

Meeting recessed at 8:46 pm.
Meeting resumed at 8:52 pm. The CAO and the Municipal Clerk attended.

Resolution# 195-18

Moved by Councillor Morgan
THAT Council move out of in camera at 9:14 p.m.

CARRIED

18.1 Personnel Evaluation
Disclosure harmful to personal privacy,
pursuant to FOIP 17(4)(f)
- Rise and report from Apr 16/2018
CoW meeting

Resolution# 196-18

Moved by Deputy Mayor Langford
THAT Council continue Chief Administrative Officer Dan Fletcher's
employment contract with terms as per Council's discussion.

CARRIED

18.2 Review of legal opinion
Privileged information, pursuant to
FOIP 27(1)(iii)

19. ADJOURNMENT

Resolution# 197-18

Moved by Councillor Morgan
THAT Council adjourns the April 23, 2018 meeting at 9:15 p.m.

CARRIED

Mayor

Municipal Clerk