



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING  
Council Chambers at 7:00 p.m.  
June 10, 2019**

**APPROVED MINUTES**

**IN ATTENDANCE:**

<b><u>COUNCIL</u></b>	Crystal McAteer Boyd Langford Brent Anderson Ellis Forest Beth Gillis 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 Charles Carstens Sandra Beaton	Chief Administrative Officer Director of Operations Director of Finance Director of Community Services Director of Protective Services HR-Payroll/Benefits Coordinator 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,  
June 10, 2019

Request for any additions or deletions to the agenda.  
Addition of items:

13.3 High School Graduation

18.4A RFD: Extraordinary Circumstance Salaried Staff Compensation

18.4B RFD: RFD: Compensation for Staff Days Worked During  
Chuckegg Creek Fire Mandatory Evacuation

**Resolution# 195-19**

Moved by Councillor Forest

THAT Council adopt the June 10, 2019 Regular Council Meeting  
Agenda as amended.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

5.1 Sgt Shawn HODGINS  
RCMP High Level Detachment

RCMP High Level Detachment report.

**6. ADOPTIONS OF THE MINUTES**

6.1 Regular Council meeting minutes of May 13, 2019.

**Resolution# 196-19**  
Moved by Councillor Anderson  
THAT Council adopts the Regular Council meeting minutes of May 13, 2019 as circulated.

CARRIED

**7. DELEGATION BUSINESS**

7.1 RCMP High Level Detachment Report

**Resolution# 197-19**  
Moved by Deputy Mayor Langford  
THAT Council accept the RCMP High Level Detachment report for information.

CARRIED

**8. MAYOR'S REPORT**

May 14 – June 10, 2019

May 14 – High Level Forest Public Advisory Group  
May 15 – Tolko Open House  
May 16 – Alberta Health Services RnPAP  
May 16 – Northwest Species at Risk Committee  
May 17 – Meeting w/CAO and Director of Protective Services  
May 19 onward – Chuckegg Creek Fire situation/evacuation  
Mayor McAteer thanked all involved for their dedication during the situation and offered heartfelt words of appreciation and gratitude for the support the Town received.

**Resolution# 198-19**  
Moved by Councillor Morgan  
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:  
May 14 – High Level Forest Public Advisory Group

Councillor Anderson:  
Jun 03 – Golden Range Society

Councillor Forest:  
No meetings to report.

Councillor Gillis:  
May 25 – Peace Library System  
Jun 06 – Mackenzie Frontier Tourist Association

Councillor Morgan:

Jun 06 – Mackenzie Frontier Tourist Association

Councillor Jessiman

May 08 – High Level Policing Society

**Resolution# 199-19**

Moved by Councillor Forest

THAT Council accept the Councillor Committee reports as presented.

CARRIED

**10. ADMINISTRATION REPORTS**

## 10.1 Council Meeting Action List

**Resolution# 200-19**

Moved by Councillor Morgan

THAT Council accepts the Council Meeting Action List for information.

CARRIED

## 10.2 Capital Project Status Report

**Resolution# 201-19**

Moved by Councillor Gillis

THAT Council accepts the Capital Project Status Report for information.

CARRIED

**11. ADMINISTRATIVE INQUIRIES**

None.

**12. OLD BUSINESS**

None.

**13. NEW BUSINESS**13.1 RFD: Extending the Property  
Tax payment due date.**Resolution# 202-19**

Moved by Deputy Mayor Langford

THAT Council approve extending the due date for payment of Town of High Level property taxes to July 12, 2019.

CARRIED

13.2 RFD: Waiving of June 3, 2019  
late payment penalties.**Resolution# 203-19**

Moved by Councillor Morgan

THAT Council approve the waiving of the late payment penalties that would ordinarily have been applied on June 3, 2019 to Town of High Level Utilities accounts, the amount being \$1,666.51.

CARRIED

## 13.3 Graduation

**Resolution# 204-19**

Moved by Councillor Gillis

THAT Council approve Councillor Morgan's attendance at the 2019 High Level Public High Graduation and present the Town of High Level

High School bursary award.

CARRIED

#### **14. CORRESPONDENCE FOR ACTION**

None.

#### **15. CORRESPONDENCE FOR INFORMATION**

15.1 Rural Municipalities Assoc. (RMA) Contact Newsletters – Volume 2019, Issues 19, 20 & 21  
15.2 TOHL Correspondence: Premier Kenney, Ministers Madu and Minister Dreesen

##### **Resolution# 205-19**

Moved by Councillor Forest

THAT Council accepts items 15.1 and 15.2 for information.

CARRIED

#### **16. NOTICE OF MOTIONS**

#### **17. QUESTION PERIOD**

None.

#### **18. IN CAMERA**

##### **Resolution# 206-19**

Moved by Councillor Gillis

THAT Council move in camera at 7:33 p.m.

CARRIED

*Serena Weipert left the meeting at 7:33 p.m. Council members and remaining staff attended the in camera meeting. (MGA s. 602.08 (1)(6))  
Charles Carsten left the meeting at 8:45 p.m.*

##### **Resolution# 207-19**

Moved by Councillor Morgan

THAT Council move out of in camera at 9:15 p.m.

CARRIED

18.1 Loomex Agreement – Airport Management  
Local public body confidences - Per FOIP Part 1, Div. 2, s 23(1)(a)

##### **Resolution# 208-19**

Moved by Deputy Mayor Langford

THAT Council enter into the airport management contract with Loomex Group as presented.

CARRIED

18.2 2018 Grants in Place of Taxes Intergovernmental relations - Per FOIP, Part 1, Div 2, s 21(a)

##### **Resolution# 209-19**

Moved by Councillor Morgan

THAT Council accept the report from the Alberta Government regarding the 2018 Grants in Place of Taxes for information.

CARRIED

18.3 RFD: Proposed Emergency Volunteer Income Replacement Policy 259-19  
Advice from Officials - Per FOIP, Part 1, Div 2, s 24(1)(d) and (g)

**Resolution# 210-19**

Moved by Councillor Anderson  
THAT Council approve Policy 259-19 Emergency Volunteer Income Replacement Policy as presented.

CARRIED

18.4 Proposed Compensation During Extraordinary Circumstances Policy 260-19  
Advice from Officials - Per FOIP, Part 1, Div 2, s 24(1)(d) and (g)

**Resolution# 211-19**

Moved by Deputy Mayor Langford  
THAT Council approve Policy #260-19 Compensation During Extraordinary Circumstances as presented.

CARRIED

18.4A RFD: Extraordinary Circumstance – Salaried Staff Compensation

**Resolution# 212-19**

Moved by Councillor Forest  
THAT Council approve the payment of overtime for management staff who are typically not eligible for overtime for the Chuckegg Creek Fire mandatory evacuation period – May 20 until June 3 – due to the event being an extraordinary circumstance - \$84,976.60 to be funded from the Disaster Recovery Program.

CARRIED

18.4B RFD: Compensation for Staff Days Worked During Chuckegg Creek Fire Mandatory Evacuation

**Resolution# 213-19**

Moved by Councillor Gillis  
THAT Council approve compensation of \$150 per day worked during the Chuckegg Creek Fire mandatory evacuation - May 20 until June 3 - for staff eligible for overtime but did not work overtime on a given day to recognize the extraordinary efforts of staff during the period - \$16,350 to be funded from General Reserves;

AND FURTHER THAT Council approve 1 day of additional vacation per 7 days worked be granted to all eligible employees to be used during the 2019 calendar year and not be eligible to be paid out.

CARRIED

18.5 Potential Development Business interests of a third party - Per FOIP, Part 1, Div. 2, s16(1)(a)(ii))

**Resolution# 214-19**

Moved by Councillor Anderson  
THAT Council provide a letter granting its approval to Tolko Industries Ltd. (or Partnership), at the sole expense of Tolko Industries Ltd. (or Partnership), to connect a private access road from its approved pellet mill Project Site to the east end of 124th Avenue, High Level, Alberta.

CARRIED

18.6 Proposed Policy 261-19 Community Peace Officers - Fire Arms  
Advice from Officials - Per FOIP, Part 1, Div 2, s 24(1)(d) and (g)

**Resolution# 215-19**

Moved by Councillor Jessiman  
THAT Council approves Policy 261-19 Peace Office Firearm and authorize Town of High Level Peace Officers to apply to the Solicitor General to have their appointment amended to include the authority to carry and use animal deterrent spray and shotguns for the purpose of

animal control.

CARRIED

18.7 ATCO Franchise Fee  
Local public body confidences - Per  
FOIP, Part 1, Div 2, s 23(1)(a)

**Resolution# 216-19**

Moved by Councillor Morgan

THAT Council agree to waive the ATCO franchise fee for residents if no other charges are being billed to residents by ATCO or its related providers.

CARRIED

**19. ADJOURNMENT**

**Resolution# 217-19**

Moved by Councillor Morgan

THAT Council adjourn the June 10, 2019 meeting at 9:20 p.m.

CARRIED

\_\_\_\_\_  
Mayor

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