



**TOWN OF HIGH LEVEL
REGULAR COUNCIL MEETING MINUTES
Council Chambers
June 28, 2021 at 7:00 p.m.
Live Streamed through Town of High Level Facebook**

APPROVED MINUTES

IN ATTENDANCE:

<u>COUNCIL</u>	Crystal McAteer	Mayor
	Boyd Langford	Deputy Mayor
	Brent Anderson	Councillor
	Mike Morgan	Councillor
	Jan Welke	Councillor
	Terry Jessiman	Councillor
<u>STAFF</u>	Clark McAskile	Chief Administrative Officer
	Jeri Phillips	Director of Finance and Administration
	Ruth Rolfe	Director of Community Services
	Keith Straub	Director of Operations
	Rodney Schmidt	Director of Protective Services
	Hayley Gavin	Land Use and Planning Manager
	Bill Schnarr	Communication Coordinator
	Charles Carstens	Manager HR and IT Services
	Jayne Batt	Support Services Clerk
	Sandra Beaton	Municipal Clerk/Recording Secretary

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Regular Meeting Agenda,
June 28, 2021

Request for any changes to the agenda.
Addition of 4.1 Presentation by Noel Chin, Auditor, Metrix Group
Move 15.1 to 14.3
Move 15.3 to 14.4
Addition 18.2 Business interest of a third party

Resolution# 225-21

Moved by Deputy Mayor Langford
THAT Council adopt the June 28, 2021 Regular Meeting Agenda as amended.

CARRIED

3. PUBLIC HEARING

None.

4. PRESENTATIONS

4.1 Noel Chin, Auditor with Metrix
Group LLP

Mr. Chin reviewed the Town's Audited Financial Statements 2020.

Councillor Jessiman left the meeting at 7:04 p.m.
Councillor Jessiman returned to the meeting at 7:22 p.m.

5. DELEGATIONS

None.

6. APPROVAL OF THE MINUTES

6.1 June 14, 2021 Regular Council meeting unapproved minutes

Resolution# 226-21

Moved by Councillor Morgan
 THAT Council approve the June 14, 2021 Regular Council meeting minutes as circulated.

CARRIED

7. DELEGATION BUSINESS

None.

8. MAYOR'S REPORT

8.1 Mayor's Report for period June 14 – June 28, 2021

Mayor McAteer emailed her report to Council/CAO.

Jun 15 – Airport Beautification Task Force

Jun 16 – Multi-Purpose Facility Sponsorship Task Force

Jun 21 – National Indigenous Day

Jun 21 – Town of High Level/Northern Alberta Development Council High Level Bursary Selection

Jun 22 – Community Consultation Focus Group re community housing needs

Jun 24 – Boreal Housing

Jun 28 – Town's Auditor's Report for 2020

Resolution# 227-21

Moved by Councillor Jessiman
 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:

Jun 23 – Regional Economic Development Initiative

Jun 24 – Mackenzie Regional Waste Management Commission (MRWMC)

Jun 28 – MRWMC

Jun 28 – Town's Auditor's Report for 2020

Councillor Anderson:

Jun 23 – High Level Municipal Library Board

Jun 24 – Virtual Presentation 'Facility'

Jun 28 – Town's Auditor's Report for 2020

Councillor Jessiman:

Jun 23 – Airport Beautification Task Force

Jun 28 – Town's Auditor's Report for 2020

Councillor Morgan:

Jun 23 – High Level Municipal Library Board

Jun 24 – Virtual Presentation of the Multi-purpose Facility

Jun 24 – MRWMC

Jun 28 – Mackenzie Regional Waste Management Commission

Jun 28 – Town's Auditor's Report for 2020

Councillor Welke:

Jun 15 – FASD Society meeting

Jun 21 – High School Bursary Meeting/selection

Jun 24 – Virtual Presentation of the Multi-purpose Facility

Jun 28 – Town's Auditor's Report for 2020

Resolution# 228-21

Moved by Councillor Anderson

THAT Council accept the Councillor Committee reports for information.

CARRIED

10. ADMINISTRATIVE REPORTS

10.1 Council Action List

Resolution# 229-21

Moved by Councillor Morgan

THAT Council accept the Action List for information.

CARRIED

11. ADMINISTRATIVE INQUIRIES

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

13.1 RFD: Community Peace Officer Program

- From the June 21, 2021 CoW meeting

Resolution# 230-21

Moved by Deputy Mayor Langford

THAT Council authorize administration to enter into an agreement with the RCMP/Solicitor General to provide 2 Enhanced Officers 2 days per week starting in July of 2021 ending October 31, 2021 with funds coming from the Police Operations Budget.

CARRIED

13.2 RFD: Drainage Issues

- From the June 21, 2021 CoW meeting

Resolution# 231-21

Moved by Councillor Morgan

THAT Council approve up-to \$30,000 for the proposed works to resolve the stormwater drainage issues along Deer Ridge Drive and at Bjornson Park, with the funds coming from Operations Reserves.

CARRIED

13.3 RFD: High Level-Dene Tha' Partnership documents (1. Joint Strategic Plan, 2. Friendship Agreement, 3. Working Group Terms of Reference; and 4. MOU for Joint Regional Emergency Management Plan)
- From the June 21, 2021 CoW meeting

Resolution# 232-21

Moved by Deputy Mayor Langford
THAT Council adopt the recommended resolution put forward by the Community Economic Development Initiative (CEDI) program for the Joint Strategic Plan, being,

Whereas the *Joint Strategic Plan for Dene Tha' First Nation – Town of High Level 2021 – 2026* (Joint Strategic Plan) was developed and presented to the respective Councils for adoption. Adoption of the Joint Strategic Plan sets the stage for continued and future collaboration between our communities on community and economic development planning and initiatives.

Whereas the DTFN – ToHL Working Group will be mandated to implement the Joint Strategic Plan including six strategic objectives and associated actions.

Whereas the DTFN – ToHL Working Group will review, measure and update the Joint Strategic Plan annually, as this document is understood as a living document.

CARRIED

Resolution# 233-21

Moved by Councillor Welke
THAT Council adopt the recommended resolution put forward by the Community Economic Development Initiative (CEDI) program for the Friendship Agreement, being,

Whereas the *Friendship Agreement* was developed and presented to the respective Councils for adoption. Adoption of the Friendship Agreement formalizes the spirit and intent of the partnership between Dene Tha' First Nation and Town of High Level and identifies a process for continued and future collaboration between our governments and communities.

Whereas the DTFN – ToHL Working Group will be guided by the Friendship Agreement, including the shared vision and principles and process.

Whereas the DTFN – ToHL Working Group will review and acknowledge the Friendship Agreement annually, and when possible, invite our communities to gather together for this acknowledgement and celebration.

CARRIED

Resolution# 234-21

Moved by Councillor Anderson
THAT Council adopt the recommended resolution put forward by the Community Economic Development Initiative (CEDI) program for the DTFN-ToHL Working Group Terms of Reference, being,

Whereas the *DTFN-ToHL Working Group Terms of Reference (WGTOR)* was developed and presented to the respective Councils for adoption. Adoption of the DTFN - ToHL WGTOR clearly defines the Working Group's mandate, membership and governance, roles and responsibilities, and meeting procedures.

Whereas the DTFN-ToHL Working Group will review, measure and update the TOR annually, as this document is understood as a living document.

CARRIED

Resolution# 235-21

Moved by Councillor Morgan

THAT Council adopt the recommended resolution put forward by the Community Economic Development Initiative (CEDI) program for the Memorandum of Understanding (MOU) for Joint Regional Emergency Management Plan, being,

Whereas the Memorandum of Understanding (MOU) for Joint Regional Emergency Management Plan was developed by the sub-committee for Joint Regional Emergency Planning and is now being presented to the respective Councils for adoption. Adoption of the MOU will provide the sub-committee the ability to continue to advance emergency management collaboration and ultimately, the creation of a Joint Regional Emergency Management Plan.

Whereas the term of the MOU is from date of signature, ending December 31st, 2022.

CARRIED

13.4 RFD: Tourism Enhancement Grant – Approval

Resolution# 236-21

Moved by Deputy Mayor Langford

THAT Council approve the Tourism Enhancement Grant application from the High Level Golf and Country Club for the 50th Midnight Open at the Fox Haven Golf Course on Aug 19-22, 2021 for \$5,000; and

Further, that Council approve the Tourism Enhancement Grant application from the High Level Mixed Slo-pitch for a tournament on August 6th, 7th and 8th for \$3,500.

CARRIED

Resolution# 237-21

Moved by Councillor Morgan

THAT Council approve a Council Donation of \$500 for the sponsorship of a hole for High Level Golf and Country Club 50th Midnight Open on Aug 19-22, 2021.

CARRIED

13.5 RFD: Audited Financial Statement 2020

Resolution# 238-21

Moved by Councillor Jessiman
THAT Council approve the December 31, 2020 audited financial statements as presented.

CARRIED

13.6 RFD: Municipal Elections – Advance Vote

Resolution# 239-21

Moved by Councillor Welke
THAT Council instruct administration to move forward with two advance votes, the first to be on Thursday, October 7, 2021 from 10:00 a.m. to 8:00 p.m., and the second on Saturday, October 16, 2021 from 10:00 a.m. to 8:00 p.m.

CARRIED

14. CORRESPONDENCE FOR ACTION

14.1 Briefing Note: AB Treasury Board and Finance, Population Estimates

Resolution# 240-21

Moved by Councillor Welke
THAT Council write the Minister of Municipal Affairs and request that any municipal population estimates use a mutually recognized baseline population; be that federal or municipal census.

CARRIED

14.2 High Level – request for letter of support, Joint Forest Management Agreement (FMA) Renewal

Resolution# 241-21

Moved by Deputy Mayor Langford
THAT Council write a letter of support to the Honourable Minister Dreesen in support of the renewal of the joint Forest Management Agreement.

CARRIED

14.3 AUMA's Summer 2021 Municipal Leaders Caucus

Resolution# 242-21

Moved by Councillor Morgan
THAT Council authorize Mayor McAteer's attendance at the AUMA Summer 2021 Municipal Leaders Caucus.

CARRIED

14.4 Alberta CARE (Coordinated Action for Recycling Enterprises) Annual Fall Conference, Sep 7-10, 2021 in Bonnyville, AB.

Resolution# 243-21

Moved by Councillor Morgan
THAT Council authorize 2 Administration staff to attend the Alberta Coordinated Action for Recycling Enterprises Annual Fall Conference, on Sep 7-10, 2021 in Bonnyville, AB.

CARRIED

15. CORRESPONDENCE FOR INFORMATION

Moved to 14.3

15.2 2021 Northern Alberta Elected Leaders Health Issues Report

Moved to 14.4

15.4 Town of High Level, High School Bursary Awards

15.5 Regional Economic Development Initiative meeting minutes from May 26, 2021

15.6 High Level Municipal Library Board meeting minutes, April 2021 and March 2021

15.7 A2A – Recent news

Resolution# 244-21

Moved by Councillor Anderson

THAT Council accept 15.2 and 15.4 to 15.7 for information.

CARRIED

Mayor McAteer thanked the viewers and requested a motion from Council to move into Closed Session.

Resolution# 245-21

Moved by Councillor Jessiman

THAT Council move into closed session at 8:08 p.m. pursuant to FOIP Part 1, Division 2, sections 16, 21, 24.

CARRIED

Jayne Batt left the meeting at 8:09 p.m.

The following individuals remained in the closed session meeting:
Elected officials: Mayor McAteer, Deputy Mayor Langford, and Councillors M. Morgan, B. Anderson, T. Jessiman and J. Welke.

Staff: CAO McAskile, J. Phillips, R. Rolfe, K. Straub, R. Schmidt, B. Schnarr, C. Carstens, and S. Beaton.

Mayor McAteer asked staff to leave the closed session portion of the meeting. All staff left the meeting at 8:44 pm.

The elected officials remained in the closed session portion of the meeting.

Resolution# 246-21

Moved by Councillor Morgan

THAT Council move out of closed session at 9:27 p.m.

CARRIED

16. NOTICE OF MOTIONS

None.

17. QUESTION PERIOD

None.

18. CLOSED SESSION

18.1 Regional Service Sharing Agreement, Intergovernmental Relations and Advice from officials, pursuant to FOIP Part 1, Div 2, s. 21 and 24, respectively.

18.2 Business interests re Multi-purpose Facility, Business interests of a third party and Advice from officials, pursuant to FOIP Part 1, Division 2, s.16(1)(c)(ii) and s. 24(1)(b)(i), respectively.

18.3 Mackenzie Regional Waste Management Commission, Advice from officials, pursuant to FOIP Part, Division 2, s. 24(1)(b)(i).

18.4 Canada Day, July 1st, Advice from officials, pursuant to FOIP Part, Division 2, s. 24(1)(b)(i)

19. ADJOURNMENT**Resolution# 247-21**

Moved by Councillor Welke

THAT Council adjourn the June 28, 2021 meeting at 9:27 p.m.

CARRIED

[Original signed by Crystal McAteer]

Mayor

[Original signed by Sandra Beaton]

Municipal Clerk