



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING  
Council Chambers at 7:00 p.m.  
October 1, 2018**

**APPROVED MINUTES**

**IN ATTENDANCE:**

|                       |  |   |
|-----------------------|--|---|
| <b><u>COUNCIL</u></b> | Crystal McAteer<br>Boyd Langford<br>Brent Anderson<br>Beth Gillis<br>Terry Jessiman<br>Mike Morgan | Mayor<br>Deputy Mayor (via phone)<br>Councillor<br>Councillor<br>Councillor<br>Councillor                                       |
| <b><u>STAFF</u></b>   | Keith Straub<br>Carolyn Zenko<br>Rodney Schmidt<br>Sandra Beaton                                   | A/Chief Administrative Officer<br>Director of Finance<br>Director of Protective Services<br>Municipal Clerk/Recording Secretary |
| <b><u>REGRETS</u></b> | Ellis Forest<br>Dan Fletcher<br>Serena Weipert   | Councillor<br>Chief Administrative Officer<br>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,  
October 1, 2018

Request for any additions or deletions to the agenda.

**Resolution# 380-18**

Moved by Councillor Gillis

THAT Council adopts the October 1, 2018 agenda as circulated.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

None.

**6. ADOPTION OF THE MINUTES**

6.1 Regular Council Meeting minutes, September 10, 2018.

**Resolution# 381-18**

Moved by Councillor Jessiman  
THAT Council adopts the Regular Council Meeting minutes of September 10, 2018 as circulated.

CARRIED

**7. DELEGATION BUSINESS**

None.

**8. MAYOR'S REPORT**September 10 – October 1, 2018

10 Sep – Northwest FASD Society Annual General Meeting  
12 Sep – Town and Chamber Quarterly meeting  
14 Sep – Mr. Bob Fleet/Tolko  
15 Sep – Planning and Priorities meeting  
18 Sep – Northwest Species at Risk  
19 Sep – Mr. Brad Thorlakson/Tolko  
19 Sep – Regional Economic Development Initiative  
20 Sep – Boreal Housing  
Sep 24-28 Alberta Forest Products Association Conference

**Resolution# 382-18**

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 (regrets)
- Councillor Gillis
- Councillor Jessiman
- Councillor Morgan

Deputy Mayor Langford:

12 Sep – Town and Chamber Quarterly meeting  
15 Sep – Special Planning meeting  
19 Sep – Regional Economic Development Initiative meeting  
26-28 Sep – Alberta Urban Municipalities Association conference

Councillor Anderson:

15 Sep – Special Planning meeting  
26-28 Sep – Alberta Urban Municipalities Association conference

Councillor Gillis:

11 Sep – Mackenzie Frontier Tourism Association meeting  
12 Sep – Town and Chamber Quarterly meeting  
15 Sep – Special Planning meeting  
24 Sep – ATB, area stakeholder introduction to newly appointed CEO  
26-28 Sep – Alberta Urban Municipalities Association conference

Councillor Jessiman:

12 Sep – Town and Chamber Quarterly meeting (left early)  
12 Sep – High Level Policing Society meeting  
15 Sep – Special Planning meeting

Councillor Morgan:

11 Sep – Mackenzie Frontier Tourism Association meeting  
 12 Sep – Town and Chamber Quarterly meeting  
 15 Sep – Special Planning meeting  
 22 Sep – Mackenzie Regional Waste Management Commission  
 24 Sep - ATB, Area stakeholder introduction to newly appointed CEO  
 26 Sep – Library Board meeting

**Resolution# 383-18**

Moved by Councillor Gillis  
 THAT Council accepts the Councillor Committee reports for information.

CARRIED

**10. ADMINISTRATION REPORTS**

## 10.1 Council Meeting Action List

**Resolution# 384-18**

Moved by Councillor Morgan  
 THAT Council accepts the Council Meeting Action List for information.

CARRIED

## 10.2 2018 Capital Project Status Report

**Resolution# 385-18**

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

CARRIED

## 10.3 Department Reports

- CAO (regrets)
- Corporate Services
- Community Services (regrets)
- Development
- Operations
- Protective Services

**Resolution# 386-18**

Moved by Councillor Morgan  
 THAT Council accepts the August Department reports as presented.

CARRIED

**11. ADMINISTRATIVE INQUIRIES**

## 11.1 Municipal Officer's Expense Allowance

**Resolution# 387-18**

Moved by Councillor Morgan  
 THAT Council accepts the Municipal Officer's Expense Allowance for information.

CARRIED

**12. OLD BUSINESS**

## 12.1 30 m Cannabis Consumption Buffer

- a rise and report from the September Committee of the Whole meeting.

**Resolution# 388-18**

Moved by Councillor Morgan  
 THAT Council proceed with an open house to seek public opinion regarding the cannabis consumption buffer and potential changes to the Cannabis Bylaw at the Mirage on October 17<sup>th</sup>, 2018 at 7:00 p.m.

CARRIED

12.2 RFD: ATCO Franchise Fee 2019  
- from the Special Planning meet.,  
Sep 15/2018

**Resolution# 389-18**

Moved by Deputy Mayor Langford  
THAT Council approve a fee percentage of 11.8% as the 2019 Town of High Level ATCO Electric Franchise Fee.

CARRIED

**13. NEW BUSINESS**

13.1 RFD: Clarification of 2017  
Allocation of Reserves

**Resolution# 390-18**

Moved by Councillor Morgan  
THAT Council amend the 2017 Capital Budget to fund the 96 Street Service Road Street Light Extension Project from General Reserves;

AND THAT Council amend Resolution #282-17 to read as follows:

THAT Council amends the 2017 Capital Budget to include the purchase of the Pierce Velocity Pumper Fire Truck for \$490,000;

AND THAT Council allocates \$245,000 from MSI Capital funding.

CARRIED

13.2 RFD: Development Authority  
Bylaw 990-18

**Resolution# 391-18**

Moved by Councillor Morgan  
THAT Council give first reading to Development Authority Bylaw 990-18.

CARRIED

**Resolution# 392-18**

Moved by Councillor Gillis  
THAT Council give second reading to Bylaw 990-18.

CARRIED

**Resolution# 393-18**

Moved by Deputy Mayor Langford  
THAT Council agree to consider third reading to Bylaw 990-18.

CARRIED UNANIMOUSLY

**Resolution# 394-18**

Moved by Councillor Anderson  
THAT Council give third reading to Bylaw 990-18.

CARRIED

13.3 RFD: Bylaw 989-18 Amendment  
of Land Use Bylaw 944-13  
(free standing sign in zone CU)

**Resolution# 395-18**

Moved by Councillor Anderson  
THAT Council pass first reading of Bylaw 989-18, amendment to Land Use Bylaw 944-13, and set the public hearing for November 13, 2018.

CARRIED

13.4 RFD: Amendment to Peace Officer Appointments

**Resolution# 396-18**

Moved by Councillor Morgan

That Council approves to have the Town of High Level Peace Officers Gaming, Liquor and Cannabis Act appointment amended to add sections 90, 90.03, 90.04, 90.05, 90.08, 90.23, 90.24, 90.25, 90.26, 90.27 and 90.28 and the Tobacco and Smoking Reduction Act to provide Peace Officers with the necessary enforcement capabilities for newly legalized cannabis.

CARRIED

13.5 RFD: Grande Prairie Fire Department Dispatch Agreement

**Resolution# 397-18**

Moved by Councillor Gillis

THAT Council authorize administration to sign the Grande Prairie Fire Department Dispatch Agreement for a period of 5 years starting in 2019.

CARRIED

13.6 RFD: Rescheduling of public hearing for Bylaw 988-18.

**Resolution# 398-18**

Moved by Councillor Morgan

THAT Council reschedule the public hearing for Bylaw 988-18, being an amendment to Schedule "A" of Land Use Bylaw 944-13 to rezone Lot 28, Block 5, Plan 832 3083 from Industrial (IND) to Direct Control (DC). amendment to Land Use Bylaw 944-13, to October 22, 2018 at 7:00 p.m.

CARRIED

13.7 RFD: Engine 2 Replacement

**Resolution# 399-18**

Moved by Councillor Morgan

That Council table the *RFD: Engine 2 Replacement* item to the October 9, 2018 Regular Council meeting.

CARRIED

**14. CORRESPONDENCE FOR ACTION**

14.1 Regional Economic Development Initiative (REDI) Annual General Meeting

**Resolution# 400-18**

Moved by Councillor Morgan

THAT all available Councillors attend the Regional Economic Development Initiative Annual General Meeting on October 16, 2018 at the Mirage.

CARRIED

14.2 52<sup>nd</sup> Annual Fire Fighters Ball 2018  
- rise and report from the September Committee of the Whole meeting.

**Resolution# 401-18**

Moved by Councillor Morgan

THAT all available Council attend the 52<sup>nd</sup> Annual Fire Fighters Ball 2018.

CARRIED

**15. CORRESPONDENCE FOR INFORMATION**

- 15.1 Rural Municipalities of Alberta – Contact newsletter, Sep 13/2018 | Vol 2018 Issue 34
- 15.2 Rural Municipalities of Alberta – Contact newsletter, Sep 20/2018 | Vol 2018 Issue 35
- 15.3 Rural Municipalities of Alberta – Contact newsletter, Sep 27/2018 | Vol 2018 Issue 36
- 15.4 Boreal Housing Foundation – Board Meeting minutes, June 28/2018
- 15.5 High Level & District Chamber of Commerce – Board meeting minutes, June 13/2018
- 15.6 Regional Economic Development Initiative NW Alberta – Draft Board meeting minutes, June 26/2018
- 15.7 Peace Library System – Board meeting highlights, Sep 15/2018
- 15.8 Boreal Housing Foundation – High Level Lodge Sod Turning, Sep 24/2018
- 15.9 Castle Mountain Community Association – Thank you re Fire Department assistance.
- 15.10 Mackenzie Regional Alliance of Municipalities – Letter to the Minister of Transportation re increased highway maintenance on Highways 35, 58 and 88.

**Resolution# 402-18**

Moved by Councillor Jessiman  
THAT Council accepts item 15.1 to 15.10 for information.

CARRIED

**16. NOTICE OF MOTIONS**

None.

**17. QUESTION PERIOD**

None.

**18. IN CAMERA**

None.

**19. ADJOURNMENT**

With all business of the meeting concluded the meeting adjourned at 9:00 p.m.

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Mayor

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