



**TOWN OF HIGH LEVEL
REGULAR COUNCIL MEETING MINUTES
Live Stream through Town of High Level Facebook
January 25, 2021 at 7:00 p.m.**

APPROVED MINUTES

IN ATTENDANCE:

<u>COUNCIL</u>	Crystal McAteer	Mayor
	Boyd Langford	Deputy Mayor
	Brent Anderson	Councillor
	Ellis Forest	Councillor
	Terry Jessiman	Councillor
	Mike Morgan	Councillor
	Jan Welke	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
	Bill Schnarr	Communication Coordinator
	Hayley Gavin	Land Use & Planning Manager
	Charles Carstens	Manager HR/Payroll and IT
	Sandra Beaton	Municipal Clerk/Recording Secretary
<u>REGRETS</u>	Mark MacLean	Health and Safety Coordinator

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Regular Meeting Agenda,
January 25, 2021

Request for any changes to the agenda.
- Addition of 2021 AUMA President's Summit on Policing
and Northern Lakes College-Request for Support under
Correspondence for Action.

Resolution# 024-21

Moved by Councillor Forest
THAT Council adopt the January 25, 2021 Regular Meeting Agenda with
the addition of 2021 AUMA President's Summit on Policing and Northern
Lakes College-Request for Support.

CARRIED

3. PUBLIC HEARING

None.

4. PRESENTATIONS

None.

5. DELEGATIONS

None.

6. APPROVAL OF THE MINUTES

6.1 January 11, 2021 Regular Council meeting unapproved minutes

Resolution# 025-21

Moved by Deputy Mayor Langford
 THAT Council approve the January 11, 2021 Regular Council meeting minutes, as amended.

CARRIED

6.2 January 18, 2021 Special Council meeting unapproved minutes.

Resolution# 026-21

Moved by Councillor Welke
 THAT Council approve the January 18, 2021 Special Council meeting minutes, as circulated.

CARRIED

7. DELEGATION BUSINESS

None.

8. MAYOR'S REPORT

8.1 Mayor's Report for period January 11 – 25, 2021

January 11 – 25, 2021

Jan 12 – Airport Beautification Task Force

Jan 13 – Community Economic Development Initiative (CEDI), Working Group

Jan 13 – Indigenous Corporate Training (ICT): Indigenous Awareness

Jan 15 – Bistcho Caribou/Sub-Regional Task Force

Jan 19 – Dene Tha' / High Level Strategic Planning (through CEDI)

Jan 21 – Mackenzie Frontier Tourist Association (MFTA)

Resolution# 027-21

Moved by Councillor Morgan
 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 Forest
- Councillor Jessiman
- Councillor Morgan
- Councillor Welke

Deputy Mayor Langford:

Jan 13 – CEDI, Working Group

Jan 13 – ICT: Indigenous Awareness

Jan 18 – Special Meeting

Jan 19 – Dene Tha' / High Level Strategic Planning (through CEDI)

Councillor Anderson:

Jan 13 – High Level Municipal Library Board Special Meeting

Jan 13 – High Level & District Chamber of Commerce

Jan 14 – Library Board

Councillor Forest:

Jan 18 – Special Council Meeting

Councillor Jessiman:

Jan 12 – Airport Beautification Task Force
 Jan 13 – ICT: Indigenous Awareness
 Jan 18 – Special Council Meeting
 Jan 19 – Dene Tha' / High Level Strategic Planning (through CEDI)
 Jan 22 – Child Advocacy Committee

Councillor Morgan:

Jan 13 – High Level Municipal Library Board Special meeting
 Jan 13 – ICT: Indigenous Awareness
 Jan 14 – High Level Municipal Library Board Special meeting
 Jan 18 – Special Council Meeting
 Jan 21 – MFTA

Councillor Welke:

Jan 13 – ICT: Indigenous Awareness
 Jan 14 – Assisted with interviews/NWFASD Society
 Jan 18 – Special Council Meeting
 Jan 19 – Dene Tha' / High Level Strategic Planning (through CEDI)

Resolution# 028-21

Moved by Councillor Anderson
 THAT Council accept the Councillor Committee reports for information.

CARRIED

10. ADMINISTRATIVE REPORTS

10.1 Council Action List

Resolution# 029-21

Moved by Councillor Anderson
 THAT Council accept the Action List for information.

CARRIED

10.2 Monthly Department Report
(postponed from the January 11,
2021 meeting)**Resolution# 030-21**

Moved by Councillor Welke
 THAT Council accept the December 2020 Monthly Department Report
 for information.

CARRIED

10.3 Briefing Note: Frostival 2021

Director Ruth Rolfe reviewed the Frostival 2021 information.

11. ADMINISTRATIVE INQUIRIES

None.

12. OLD BUSINESS12.1 RFD: Federation of Canadian
Municipalities Municipal (FCM) Asset
Management Program (MAMP)
Grant Funding Application 2021.**Resolution# 031-21**

Moved by Deputy Mayor Langford
 THAT Council rescind Resolution #453-20.

CARRIED

Resolution# 032-21

Moved by Councillor Forest

THAT Council approve a grant funding application submission to the Federation of Canadian Municipalities' (FCM) Municipal Asset Management Program (MAMP) in January 2021.

Further THAT the Town of High Level commits to conducting the following activities in its proposed project submitted to the FCM MAMP to advance our asset management program: Asset Management Software; Data Work and Training; and Asset Management Frameworks.

Furthermore THAT the Town of High Level commit \$20,000.00 from the General Reserve towards the costs of this initiative.

CARRIED

13. NEW BUSINESS

13.1 Municipal Library Board appointment

Resolution# 033-21

Moved by Councillor Morgan

THAT Council appoint ShawnaLee Jessiman to the High Level Municipal Library Board for a term of three years.

CARRIED

13.2 RFD: Leasing Town-owned land
- from the January 18/2020
Committee of the Whole meeting

Resolution# 034-21

Moved by Deputy Mayor Langford

THAT Council approve Plan 142TR, Block 27, Lot C and Plan 1022547, Block 1, Lot 1 as options for leasing Town-owned land to third party utility service providers.

CARRIED

13.3 RFD: VAULTmedia O/A Move
Up magazine
- from the January 18/2020
Committee of the Whole meeting

Resolution# 035-21

Moved by Councillor Welke

THAT Council approve an annual contribution of \$4,800 to Vault Media for 400 copies of the Move Up Magazine (to be mailed to the Town Office) and a ½ -page advertisement with each quarterly edition.

CARRIED

13.4 Tourism Enhancement Grant
Application
- presented at the January 18/2020
Committee of the Whole meeting.

Resolution# 036-21

Moved by Councillor Forest

THAT the enhancement grant application for \$5,000 from Mackenzie Frontier Tourist Association (MFTA) for Stay in the Frontier Promotion is denied as it does not meet criteria.

CARRIED

13.5 Town of High Level Land Use
Bylaw 1018-21

Resolution# 037-21

Moved by Councillor Morgan

THAT Council provide First Reading to Bylaw 1018-21 and set a Public Hearing date for the March 8, 2021 Regular Council meeting.

CARRIED

14. CORRESPONDENCE FOR ACTION

14.1 2021 AUMA President's Summit on Policing – Two online sessions

Resolution# 038-21

Moved by Councillor Morgan

THAT all available Councillors attend the 2021 AUMA President's Summit on Policing Zoom Sessions, offered on February 4th and February 17th, 2021.

CARRIED

14.2 Northern Lakes College- Request for Support

Resolution# 039-21

Moved by Councillor Forest

THAT Council send a letter to the Minister of Advanced Education supporting the request of Northern Lakes College to remain independently governed by members from Northern rural and remote communities.

CARRIED

15. CORRESPONDENCE FOR INFORMATION

15.1 Retirement email from Mr. Ken Dropko, Executive Director, Family & Community Svcs Branch

15.2 Boreal Housing – copies of letters sent to Minister of Health, Minister of Seniors & Housing, and

AHS/Seniors Health North Zone re transition Heimstaed Lodge to La Crete Municipal Nursing Assoc.

15.3 ToHL – Letters provided to support Universal Broadband Fund applications.

Resolution# 040-21

Moved by Councillor Jessiman

THAT Council accept items 15.1 to 15.3 for information.

CARRIED

16. NOTICE OF MOTIONS

None.

17. QUESTION PERIOD

None.

18. CLOSED SESSION

Mayor McAteer announced the meeting will move into closed session.

Resolution# 041-21

Moved by Councillor Morgan

THAT Council move into closed session at 8:06 p.m., pursuant to FOIP, Part 1, Division 2, Exceptions to Disclosure, Business interests of a third party, sections 16(1)(a)(ii), (b) and (c).

CARRIED

Mayor McAteer called a brief recess at 8:05 p.m.

Mayor McAteer reconvened the meeting at 8:15 p.m.

All attending elected officials and staff members remained in the closed session.

Resolution# 042-21

Moved by Councillor Forest

THAT Council move out of closed session at 8:43 p.m.

CARRIED

18.1 Central Mountain Air
- pursuant to FOIP Part 1, Division 2,
Business interests of a third party,
sections 16(1)(a)(ii), (b) and (c).

18.2 Discussion regarding agenda
items re meeting with MLA Dan
Williams – pursuant to FOIP, Part 1,
Div 2, Intergovernmental Relations,
section 21(1) and Advice from
officials, section 24(1)(f) and (g)

19. ADJOURNMENT

Resolution# 043-21

Moved by Councillor Morgan

THAT Council adjourn the January 25, 2021 meeting at 8:43 p.m.

CARRIED

[Original signed by Crystal McAteer]

Mayor

[Original signed by Sandra Beaton]

Municipal Clerk