



Minutes of the Regular Open Council Meeting held **January 27th, 2025, at 7:00 p.m.**
in the Council Chambers, Town Hall, 10203-105th Avenue, High Level, AB

In Attendance:

Council: Mayor Crystal McAteer
Deputy Mayor Boyd Langford
Councillor Brent Anderson
Councillor Terry Jessiman
Councillor Josh Lambert
Councillor Mark Liboiron
Councillor Jan Welke

Staff: Viv Thoss, Chief Administrative Officer
Logan Bartholow, Director of Planning & Development
Jena-Raye Clarke, Director of Community Services
Rodney Schmidt, Director of Emergency Services
Keith Straub, Director of Operations
Bill Schnarr, Communications Coordinator
Aya Balmores, Relief Legislative & Executive Assistant

1. CALL TO ORDER

Mayor McAteer called the meeting to order at 7:03 p.m.

2. ADOPTION OF MEETING AGENDA

2.1. Adoption of Meeting Agenda

Moved by Councillor Jessiman

**018-25 THAT the Regular Open Council meeting agenda for January 27th, 2025
BE ADOPTED.**

Carried

Minutes of the Regular Open Council Meeting held January 27th, 2025

3. CHANGE ORDER OF BUSINESS

3.1 Change order of Business

Moved by Councillor Liboiron

019-25 THAT Item 3.1 be considered after Item 5.2

Carried

4. DELEGATIONS

There were no delegations scheduled for this meeting.

5. ADOPTION OF MINUTES

5.1. Minutes of Regular Open Council Meeting held November 25th, 2024, for adoption

Moved by Councillor Welke

020-25 THAT the Minutes of Regular Open Council meeting held November 25th, 2024, BE ADOPTED.

Carried

5.2. Minutes of the Regular Open Council Meeting held January 13th, 2025, for adoption

Moved by Deputy Mayor Langford

021-25 THAT the Minutes of Regular Open Council meeting held January 13th, 2025, BE ADOPTED, as amended with following correction;

- **Correction Item 4.1 - Removal of be adopted as no motion was made**
- **Correction Item 8.1 - Carried Unanimously**

Carried

6. PUBLIC HEARING

6.1 Bylaw 1048-24, amending Land Use Bylaw 1018-21

Mayor McAteer called the Public Hearing to order at 7:20 p.m.

Town of High Level Bylaw 1048-24 Amendment to Land Use Bylaw 1018-21

Her worship Mayor McAteer read a brief introductory statement and then called the Public Hearing to order at 7:20 p.m.

The Director of Planning and Development, Logan Bartholow provided a brief overview of the Town of High Level Bylaw 1048-24 for Town Council's and public's information and there were no written correspondence received from members of the public.

Minutes of the Regular Open Council Meeting held January 27th, 2025

Her worship Mayor McAteer asked if there were any submissions from the gallery. There were none.

Her worship Mayor McAteer asked a second time if there were any submissions from the gallery. There were none.

Her worship Mayor McAteer asked a third time if there were any submissions from the gallery. There were none.

Moved by Councillor Lambert

022-25 THAT the Public Hearing for the amendment of Land Use Bylaw 1018-21 BE CLOSED.

Carried

THE PUBLIC HEARING ADJOURNED AT 07:12 P.M.

Moved by Deputy Mayor Langford

023-25 THAT Bylaw 1048-24 an amendment to Land Use Bylaw 1018-21 BE GIVEN second reading.

Carried

Moved by Councillor Welke

024-25 THAT Bylaw 1048-24 an amendment to Land Use Bylaw 1018-21 BE GIVEN third reading.

Carried

7. MAYOR'S REPORT

7.1. Mayor McAteer's Report January 14th, 2025 - January 27th, 2025

Moved by Councillor Welke

025-25 THAT Council RECEIVE Mayor McAteer's report for the period of January 14th, 2025, to January 27th, 2025, for information.

Carried

8. COUNCIL COMMITTEE REPORTS

8.1. Council Committee Reports

Moved by Councillor Liboiron

026-25 THAT Council RECEIVE the Council Committee Reports from Deputy Mayor Langford, Councillor Anderson, Councillor Jessiman, Councillor Lambert, Councillor Liboiron, and Councillor Welke for the period of January 14th, 2025, to January 27th, 2025, for information.

Carried

Minutes of the Regular Open Council Meeting held January 27th, 2025

Deputy Mayor Langford:

Jan. 15 – Mackenzie Regional Waste Management Commission

Jan. 15 – REDI Board Meeting

Jan. 24-25 – Budget Workshop

Councillor Anderson:

Jan. 24-25 – Budget Workshop

Councillor Jessiman:

Jan. 8 – High Level Policing Society

Jan. 23 – Child Advocacy

Jan. 24-25 – Budget Workshop

Councillor Lambert:

Jan. 15 – REDI Board Meeting

Jan. 21 – High Level Chamber of Commerce

Jan. 24-25 – Budget Workshop

Councillor Liboiron:

Jan. 15 – Mackenzie Regional Waste Management Commission

Jan. 24-25 – Budget Workshop

Councillor Welke:

Nothing to Report

9. ADMINISTRATIVE REPORTS

9.1. CAO Report – Verbal

Moved by Councillor Liboiron

027-25 THAT Council RECEIVE CAO Thoss' report for the period of January 14th, 2025, to January 27th, 2025, for information.

Carried

10. OLD BUSINESS

There were no old business items brought forward.

11. NEW BUSINESS

There were no new business items brought forward.

12. CORRESPONDENCE FOR ACTION

12.1. Correspondence for Action

The Council RECEIVE the items of correspondence for action.

- 2025 Spring Municipal Leaders' Caucus
- Meeting Topics for meeting with Honourable Ric McIver

Moved by Councillor Jessiman

028-25 THAT Council APPROVES 3 topics to discuss with Honourable Ric McIver.

- **Support for STIP Funding**
- **Support for transfer of Water & Sewer at the Airport / Lagoon ownership transfer**
- **Reclamation of the two old Landfills within the Town.**

Carried

13. CORRESPONDENCE FOR INFORMATION

13.1. External Correspondence for Information

Moved by Councillor Welke

029-25 THAT the items of external correspondence for information BE RECEIVED.

- Honourable Todd Loewen, Minister of Forestry and Parks – Fire Mitigation
- Northern Alberta Elected Leaders - Adopted Meeting Minutes

Carried

13.2. Internal Correspondence for Information

Moved by Councillor Jessiman

030-25 THAT the items of internal correspondence for information BE RECEIVED.

- Community Services – Departmental Monthly Report / December 2024
- Emergency Services – Departmental Monthly Report / December 2024
- Operations – Departmental Monthly Report / December 2024
- Planning and Development – Departmental Monthly Report / December 2024

Carried

14. NOTICES OF MOTION

There were no notices of motion brought forward.

Minutes of the Regular Open Council Meeting held January 27th, 2025

15. **QUESTION PERIOD**

One of the members in gallery attendance spoke on issues of importance to her.

16. **ADJOURNMENT**

Moved by Councillor Councillor Jessiman

**031-25 THAT the being no further business of the Regular Open Council meeting, it BE
ADJOURNED.**

Carried

THE REGULAR OPEN COUNCIL MEETING ADJOURNED AT 07:40 P.M.



MAYOR



CHIEF ADMINISTRATIVE OFFICER