



**TOWN OF HIGH LEVEL
REGULAR COUNCIL MEETING
Council Chambers, March 28, 2022 at 7:00 p.m.
Live Streamed through Town of High Level Facebook**

APPROVED MINUTES

IN ATTENDANCE:

<u>COUNCIL</u>	Crystal McAteer Boyd Langford Brent Anderson Robyn Dwyer Terry Jessiman Josh Lambert Jan Welke	Mayor Deputy Mayor Councillor Councillor Councillor (virtual) Councillor Councillor
<u>STAFF</u>	Clark McAskile Jeri Phillips Ruth Rolfe Keith Straub Hayley Gavin Bill Schnarr Charles Carstens Sandra Beaton	Chief Administrative Officer Director of Finance & Administration Director of Community Services Director of Operations Land Use & Planning Manager (virtual) Communications Coordinator Manager HR and IT Services Municipal Clerk/Recording Secretary

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

2.1 Regular Meeting Agenda for
March 28, 2022

Request for additions or amendment to the agenda.

Resolution# 091-22

Moved by Councillor Anderson
THAT Council adopts the March 28, 2022 Regular Meeting Agenda as
circulated.

CARRIED

3. PUBLIC HEARING

None.

4. PRESENTATIONS

None.

5. DELEGATIONS

None.

6. APPROVAL OF THE MINUTES

6.1 March 14, 2022 Regular Council Meeting unapproved minutes.

Resolution# 092-22

Moved by Councillor Dwyer
 THAT Council approves the Regular Council meeting minutes of March 14, 2022 as amended.

CARRIED

7. DELEGATION BUSINESS

None.

8. MAYOR'S REPORT

8.1 Mayor's report

February 28, 2022 – March 28, 2022

Met w/Minister Sawhney requesting crosswalks on Highway 35 and 58.

Mar 01 – Meeting with Minister Shultz

Mar 18 – Interview with the Canadian Press

Mar 21 – Boreal Housing, audit review

Mar 23 – Virtual meeting with the Strategic Planning

Resolution# 093-22

Moved by Councillor Welke
 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 Dwyer
- Councillor Jessiman
- Councillor Lambert
- Councillor Welke

Deputy Mayor Langford:

Mar 16 – Regional Economic Development Initiative

Mar 23 – Mackenzie Reg. Waste Management Commission (MRWMC)

Councillor Anderson:

No meetings to report.

Councillor Dwyer:

Mar 23 – MRWMC

Councillor Jessiman:

No meetings to report.

Councillor Lambert:

No meetings to report.

Councillor Welke:

No meetings to report.

Resolution# 094-22

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

CARRIED

10. ADMINISTRATIVE REPORTS

10.1 Council's Action List

Resolution# 095-22

Moved by Deputy Mayor Langford
 THAT Council accepts the Action List for information.

CARRIED

10.2 Capital Projects Status Report

Resolution# 096-22

Moved by Councillor Lambert
 THAT Council accepts the Capital Projects Status Report for information.

CARRIED

10.3 Events Listing

Resolution# 097-22

Moved by Councillor Anderson
 THAT Council accepts the Events Listing for information.

CARRIED

11. ADMINISTRATIVE INQUIRIES

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

13.1 Federal Census Data

- From the March 21, 2022 CoW meeting

Resolution# 098-22

Moved by Deputy Mayor Langford
 THAT Council directs Administration to complete a 2022 Municipal Census and officially challenge a review of the 2021 Federal Census dataset.

CARRIED

13.2 RFD: Business License Bylaw 1025-22

- From the March 21, 2022 CoW meeting

Resolution# 099-22

Moved by Councillor Welke
 THAT Council provide First Reading to Business License Bylaw 1025-22 as presented, and set a Public Hearing Date for the April 11, 2022 Regular Council Meeting.

CARRIED

13.3 RFD: Development Authority Delegation

- From the March 21, 2022 CoW meeting

Resolution# 100-22

Moved by Deputy Mayor Langford
 THAT Council delegates the Chief Administration Officer as the Development Authority for all development permitting requirements for the "Outdoor Cultural Park with an Adjoining History Walk" project located at Plan 5526NY; R2 (10803 – 96 Street), and Plan 76LZ; OT.

CARRIED

13.4 Utility Costs

- From the March 21, 2022 CoW meeting.

Resolution# 101-22

Moved by Councillor Lambert
THAT Council approve the letter to Minister Nally, as amended.

CARRIED

13.5 RFD: Bylaw # 1026-22 Regional Assessment Review Board

- From the March 21, 2022 CoW meeting

Resolution# 102-22

Moved by Councillor Dwyer
THAT Council give First Reading to Regional Assessment Review Board Bylaw 1026-22.

CARRIED

Resolution# 103-22

Moved by Councillor Anderson
THAT Council give Second Reading to Bylaw 1026-22.

CARRIED

Resolution# 104-22

Moved by Deputy Mayor Langford
THAT Council unanimously agree to consider Third Reading to Bylaw 1026-22.

CARRIED

Resolution# 105-22

Moved by Councillor Welke
THAT Council give Third Reading to Regional Assessment Review Board Bylaw 1026-22.

CARRIED

13.6 RFD: Agreement for Regional Assessment Review Services with Improvement District #24; and
- From the March 21 CoW meeting

Resolution# 106-22

Moved by Councillor Lambert
THAT Council enter into the agreement for Regional Assessment Review Services with Improvement District No. 24, as presented.

CARRIED

13.7 RFD: Economic Development Week

Resolution# 107-22

Moved by Councillor Lambert
THAT Council officially recognizes May 9 – 13, 2022 as “Economic Development Week”.

CARRIED

13.8 RFD: Community Ketch-Up Event

Resolution# 108-22

Moved by Councillor Welke
THAT all available Councillors attend the Community Ketch-Up event on April 30, 2022.

CARRIED

13.9 RFD: Renewal of Electrical Distribution System Franchise Agreement

Resolution# 109-22

Moved by Deputy Mayor Langford
THAT Council agree to a 5 (five) year extension to the existing Electrical Distribution System Franchise Agreement with ATCO Electric Ltd., extending the agreement to March 25, 2028.

CARRIED

13.10 RFD: Town facility HVAC audit.

Resolution# 110-22

Moved by Councillor Anderson
THAT Council approve Administration investigating grant funding for Greenhouse Gas Emission (GHG) reduction feasibility studies at municipal community facilities, for a maximum municipal contribution of \$40,000 to be expensed from general reserves.

CARRIED

14. CORRESPONDENCE FOR ACTION

14.1 Northern Lakes College – Municipal Asset Management Training

14.2 MLA Dan Williams – response to the Town's questions regarding the 2019 Northwest Alberta Wildfires Disaster Recovery Program (2019 NAW DRP).

Resolution# 111-22

Moved by Councillor Dwyer
THAT Council accept for information the Municipal Asset Management Training information and the letter from MLA Dan Williams regarding the 2019 Northwest Alberta Wildfires Disaster Recovery Program.

CARRIED

15. CORRESPONDENCE FOR INFORMATION

15.1 Regional Economic Development Initiative meeting minutes, January 19, 2022.

15.2 AB Transportation, Minister Sawhney – Additional lighted crosswalks along Highways 35 and 58.

Resolution# 112-22

Moved by Councillor Welke
THAT Council accept item 15.1 and 15.2 for information.

CARRIED

16. NOTICE OF MOTIONS

None.

17. QUESTION PERIOD

18. CLOSED SESSION

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

Resolution# 113-22

Moved by Councillor Anderson

THAT Council move into closed session at 8:05 p.m., pursuant to FOIP sections 17 and 21.

CARRIED

Meeting recessed at 8:06 p.m.

Meeting resumed at 8:18 p.m.

The following individuals remained in closed session:

Elected officials – B. Langford, C. McAteer (virtual), B. Anderson, R. Dwyer, T. Jessiman (virtual), J. Lambert, and J. Welke.

Staff – C. McAskile, J. Phillips, R. Rolfe, K. Straub, B. Schnarr, H. Gavin (virtual), C. Carstens, and S. Beaton.

Resolution# 114-22

Moved by Councillor Lambert

THAT Council move out of Closed Session at 8:57 p.m.

CARRIED

18.1 Alberta Advantage Immigration Program (AAIP) – Personal information, pursuant to FOIP, Part 1, Division 2, section 17(4)(d).

18.2 Briefing Note: Strategic Planning Workshop and Community Engagement Summaries – Advice from officials, pursuant to FOIP, Part 1, Division 2, section 24(1)(b)(i).

19. ADJOURNMENT**Resolution# 115-22**

Moved by Councillor Lambert

THAT Council adjourn the March 28, 2022 Regular Council meeting at 8:57 p.m.

CARRIED

[Original signed by C. McAteer]

Mayor

[Original signed by S. Beaton]

Municipal Clerk