



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING  
Council Chambers, May 9, 2022 at 7:00 p.m.  
Live Streamed through Town of High Level Facebook**

**APPROVED MINUTES**

**IN ATTENDANCE:**

<b><u>COUNCIL</u></b>	Crystal McAteer Boyd Langford Brent Anderson Robyn Dwyer Josh Lambert Terry Jessiman Jan Welke	Mayor Deputy Mayor Councillor Councillor (virtual) Councillor Councillor Councillor
<b><u>STAFF</u></b>	Clark McAskile Jeri Phillips Keith Straub Rodney Schmidt Hayley Gavin Charles Carstens Bill Schnarr Sandra Beaton	Chief Administration Officer Director of Finance & Administration Director of Operations Director of Protective Services (arr 7:08 pm) Director of Planning and Development (virtual) Manager HR & IT Services Communications Coordinator 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  
May 9, 2022

Additions or amendments to the agenda.

**Resolution# 159-22**

Moved by Councillor Anderson  
THAT Council adopt the May 9, 2022 Regular Meeting Agenda as  
circulated.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

5.1 Sergeant Mike BURNS - RCMP  
High Level Detachment April 2022  
Occurrence Stats

The Town received the RCMP High Level Detachment April 2022  
Occurrence Stats prior to the meeting. Sgt Burns was not present  
when Council reviewed the report.

**6. APPROVAL OF THE MINUTES**

6.1 April 25, 2022 Regular Council Meeting unapproved minutes

**Resolution# 160-22**

Moved by Deputy Mayor Langford  
THAT Council approve the Regular Council meeting minutes of April 25, 2022 as circulated.

CARRIED

**7. DELEGATION BUSINESS**

7.1 RCMP High Level Detachment April 2022 Occurrence Stats

**Resolution# 161-22**

Moved by Councillor Welke  
THAT Council accept the RCMP High Level Detachment April 2022 Occurrence Stats for information.

CARRIED

Sergeant BURNS arrived at the meeting. The RCMP Detachment activities are focused on the area flooding/evacuations. A sitrep of the flooding situation in Chateh was provided. Many of the homes / structures have flooded basements. The RCMP have the access road blocked.

The highway north to Meander is closed until repairs are completed. Extra personnel from Grande Prairie are on site to assist the detachment.

**8. MAYOR'S REPORT**

8.1 Mayor's report

April 26 – May 9, 2022

Apr 25 – Northern Lights Forest Education; brainstorming session to explore a 'restart' of the group.

Apr 30 – Community Ketch-up event

May 6-7 – Yellowknife Trade Show

May 9 – Interview with 630 CHED and Global News

**Resolution# 162-22**

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 Dwyer
- Councillor Jessiman
- Councillor Lambert
- Councillor Welke

Deputy Mayor Langford:

Apr 26 – Delivered Thank You cards to businesses

Apr 27 – Elected Official Education Program (EOEP) - Council's Role in Service Delivery, 2<sup>nd</sup> course delivery

Apr 29-30 – Alberta Association of Police Governance Conference

May 03 – Freedom of Information and Protection of Privacy training

May 04 – EOEP course - Council's Role in Service Delivery, 3<sup>rd</sup> course delivery

Councillor Anderson:

Apr 27 – Community Education Committee

Apr 30 – Community Ketch-up event

May 04 – Golden Range Society (Garage sale, May 27/28)

May 6-7 – Yellowknife Trade Show

Councillor Dwyer:

Apr 30 – Community Ketch-up event

May 9-11 – 2022 Alberta Community Crime Prevention Assoc. Conf.

Councillor Jessiman:

Apr 27 – Strategic Planning Child Advocacy Center

Apr 30 – Community Ketch-up event

May 6-8 – Yellowknife Trade Show

Councillor Lambert:

Apr 30 – Community Ketch-up event

Councillor Welke:

Apr 27 – Community Education Committee (Northern Lakes College)

**Resolution# 163-22**

Moved by Councillor Anderson

THAT Council accept the Councillor Committee reports for information.

CARRIED

**10. ADMINISTRATIVE REPORTS**

## 10.1 Council's Action List

Council questioned the progress of the Regional Service Sharing Agreement &amp; Airport Annexation, and broadband.

**Resolution# 164-22**

Moved by Councillor Lambert

THAT Council accept the Action List for information.

CARRIED

## 10.2 Upcoming Events List

**Resolution# 165-22**

Moved by Councillor Welke

THAT Council accept the Upcoming Events List for information.

CARRIED

10.3 Monthly Report to Council –  
April 2022**Resolution# 166-22**

Moved by Councillor Anderson

THAT Council accept the March 2022 Monthly Report to Council for information.

CARRIED

## 10.4 Financial Report for March 2022

**Resolution# 167-22**

Moved by Deputy Mayor Langford

THAT Council accept the March 2022 Financial Report for information.

CARRIED

**11. ADMINISTRATIVE INQUIRIES**

None.

**12. OLD BUSINESS**

## 12.1 National Police Federation - Call to Action

- Tabled from the April 25/2022 Regular Mtg.

**Resolution# 168-22**

Moved by Councillor Jessiman

THAT Council respond to the National Police Federation – Call to Action in support of retaining the RCMP.

CARRIED

**13. NEW BUSINESS**13.1 Tri-Council meeting: June 8<sup>th</sup> proposed**Resolution# 169-22**

Moved by Councillor Lambert

THAT Council confirm attendance at the June 8<sup>th</sup> Tri-Council meeting.

CARRIED

## 13.2 ToHL Organizational Structure

**Resolution# 170-22**

Moved by Councillor Welke

THAT Council accept the May 2022 Organizational Structure Update as presented.

CARRIED

## 13.3 RFD: 2021 Write Off of Uncollectible Accounts

**Resolution# 171-22**

Moved by Deputy Mayor Langford

THAT Council authorize the write off amount of \$38,783.37 for the year ending December 31, 2021: Receivables of \$342.97, Utilities of \$1,396.10 and Taxes of \$37,044.30.

CARRIED

## 13.4 RFD: Transfer to the Airport Reserve

**Resolution# 172-22**

Moved by Councillor Dwyer

THAT Council transfer \$222,000 from airport operating revenue to the Airport Reserve.

CARRIED

## 13.5 RFD: Budget allocation to the Airport Beautification Taskforce

**Resolution# 173-22**

Moved by Councillor Welke

THAT Council set a 2022 budget for the Airport Beautification / Enhancement Taskforce of \$150,000 with funding allocated from the Airport Reserve.

CARRIED

**14. CORRESPONDENCE FOR ACTION**

None.

**15. CORRESPONDENCE FOR INFORMATION**

15.1 ToHL letter to resident re Public Hearing for Bylaw No. 1025-22.

**Resolution# 174-22**

Moved by Councillor Anderson  
THAT Council accept item 15.1 for information.

CARRIED

**16. NOTICE OF MOTIONS**

None.

**17. QUESTION PERIOD**

None.

**18. CLOSED SESSION**

Mayer McAteer thanked the viewers and ended the public portion of the meeting.

**Resolution# 175-22**

Moved by Councillor Lambert  
THAT Council move into closed session at 7:51 p.m., pursuant to FOIP Part 1, Division 2, sections 23 and 24.

CARRIED

The meeting recessed at 7:52 p.m.  
The meeting resumed at 8:02 p.m.

The following individuals remained in Closed Session:  
Elected officials – C. McAteer, B. Langford, B. Anderson, R. Dwyer, T. Jessiman, J. Lambert, and J. Welke.  
Staff – C. McAskile, J. Phillips, K. Straub, H. Gavin (virtual), B. Schnarr, C. Carstens and S. Beaton.

**Resolution# 176-22**

Moved by Councillor Anderson  
THAT Council move out of closed session at 9:02 p.m.

CARRIED

18.1 Road Rehabilitation Project with financial options –  
Local public body confidences and Advice from officials, pursuant to FOIP, Part 1, Division 2, sections 23(1)(a), 24(1)(a) and (g), respectively.  
- From the April 19/2022 Cow Mtg.

**Resolution# 177-22**

Moved by Deputy Mayor Langford  
THAT Council set the priority and schedule for completion of the infrastructure rehabilitation projects being:  
1) 2022 - Rainbow Blvd. (including 98 Street, and a small portion of Chinchaga Drive);  
2) 2022 - 92 Street & 114 Avenue (from Highway 58 to Highway 35) (dependent on grant funding);

- 3) 2023 - 103 Street (from 101 Avenue to 105 Avenue); and
- 4) 2024 - 100 Avenue from (100 Street to 102 Street).

CARRIED

**Resolution# 178-22**

Moved by Councillor Welke

THAT Council give First Reading to Special Tax Bylaw 1029-22; and FURTHER, that a Council Meeting be called for May 11, 2022 at 12:00 p.m.

CARRIED

**19. ADJOURNMENT**

**Resolution# 179-22**

Moved by Councillor Lambert

THAT Council adjourn the May 9, 2022 Regular Council meeting at 9:04 p.m.

CARRIED

[Original signed by C. McAteer]  
Mayor

[Original signed by S. Beaton]  
Municipal Clerk