



**TOWN OF HIGH LEVEL  
REGULAR COUNCIL MEETING MINUTES  
Live Stream through Town of High Level Facebook  
June 14, 2021 at 7:00 p.m.**

**APPROVED MINUTES**

**IN ATTENDANCE:**

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

**1. CALL TO ORDER**

Mayor McAteer called the meeting to order at 7:01 p.m.

**2. ADOPTION OF AGENDA**

2.1 Regular Meeting Agenda for  
June 14, 2021

Additions or amendments to the agenda.

**Resolution# 205-21**

Moved by Councillor Morgan  
THAT Council adopt the June 14, 2021 Regular Meeting Agenda as  
circulated.

CARRIED

**3. PUBLIC HEARING**

None.

**4. PRESENTATIONS**

None.

**5. DELEGATIONS**

None.

**6. APPROVAL OF THE MINUTES**

6.1 May 25, 2021 Regular Council  
Meeting unapproved minutes.

**Resolution# 206-21**

Moved by Deputy Mayor Langford  
THAT Council approve the Regular Council meeting minutes of

May 25, 2021 as circulated.

CARRIED

## **7. DELEGATION BUSINESS**

None.

## **8. MAYOR'S REPORT**

8.1 Mayor's report for May 25 –  
June 14, 2021  
(The detailed Mayor's Report can be  
located on the Town's website)

May 26 – Regional Economic Development Initiative (REDI)  
May 27 – Boreal Housing  
May 27 – Mackenzie Frontier Tourist Association (MFTA)  
May 31 – Federation of Canadian Municipalities (FCM) 2021 Annual  
Virtual Conference and Trade Show  
Jun 01 – FCM 2021 Conf.  
Jun 02 – FCM 2021 Conf. / Meeting with Minister McKenna's staff  
Jun 03 – FCM 2021 Conf.  
Jun 03 – Pre Regional Service Sharing Agreement (RSSA) Mediation  
meeting  
Jun 05 – RSSA Mediation with Mackenzie County  
Jun 08 – Mackenzie House – Open House  
Jun 11 – Community Economic Development Initiative (CEDI) Working  
Group – last facilitated meeting by CEDI/CANDO  
Jun 11 – Northern Alberta Elected Leaders (NAEL)

### **Resolution# 207-21**

Moved by Councillor Anderson  
THAT Council accept the Mayor's report for information.

CARRIED

## **9. COUNCIL COMMITTEE REPORTS**

9.1 Committee reports on which  
Councillor are appointed:

- Deputy Mayor Langford
- Councillor Anderson
- Councillor Jessiman
- Councillor Morgan
- Councillor Welke

### Deputy Mayor Langford:

May 26 – REDI  
Jun 03 – Pre RSSA Mediation meeting  
Jun 05 – RSSA Mediation with Mackenzie County  
Jun 11 – CEDI Working Group  
Jun 11 – NAEL

### Councillor Anderson:

Jun 03 – Pre RSSA Mediation meeting  
Jun 05 – RSSA Mediation with Mackenzie County

### Councillor Jessiman:

May 27 – CEDI Sub-committee meeting  
May 28 – Child Advocacy Centre (CAC) Steering Committee  
Jun 03 – Pre RSSA Mediation meeting  
Jun 05 – RSSA Mediation with Mackenzie County  
Jun 09 – HL Policing Society

### Councillor Morgan:

May 26 – High Level Municipal Library Board  
May 27 – MFTA

Jun 03 – Pre RSSA Mediation meeting  
Jun 05 – RSSA Mediation with Mackenzie County

Councillor Welke:

Jun 03 – Pre RSSA Mediation meeting  
Jun 05 – RSSA Mediation with Mackenzie County

**Resolution# 208-21**

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

CARRIED

## **10. ADMINISTRATIVE REPORTS**

10.1 Council's Action List

**Resolution# 209-21**

Moved by Deputy Mayor Langford  
THAT Council accept the Action List with the removal of the Economic Development Association Conference item.

CARRIED

10.2 Capital Project Status Report

**Resolution# 210-21**

Moved by Councillor Welke  
THAT Council accept the Capital Project Status Report for information.

CARRIED

10.3 Financial Report – April 2021

**Resolution# 211-21**

Moved by Councillor Morgan  
THAT Council accept the Financial Report – April 2021 for information.

CARRIED

10.4 Monthly Report to Council –  
May 2021

**Resolution# 212-21**

Moved by Councillor Anderson  
THAT Council accept the Monthly Report to Council – May 2021 for information.

CARRIED

## **11. ADMINISTRATIVE INQUIRIES**

None.

## **12. OLD BUSINESS**

12.1 RFD: Multi-purpose facility final design.

Director Ruth Rolfe delivered a presentation to Council.

**Resolution# 213-21**

Moved by Councillor Jessiman  
THAT the development design prepared by Sahuri and Associates for the Multi-Purpose Facility/Emergency Reception Centre is accepted as presented, with the budget not to exceed \$88,000,000.

CARRIED

12.2 RFD: Bylaw 1017-20

**Resolution# 214-21**

Moved by Deputy Mayor Langford  
THAT Council give second reading to Bylaw 1017-20, an amendment to repealed Land Use Bylaw 944-13.

DEFEATED

**13. NEW BUSINESS**

13.1 RFD: proposed Bylaw 1023-21, Amendment to Land Use Bylaw 1018-21.

**Resolution# 215-21**

Moved by Councillor Welke  
THAT Council provides First Reading to Bylaw 1023–21 and set a Public Hearing date for the July 5, 2021 Regular Council meeting.

CARRIED

13.2 RFD: Boiler replacement at R.E. Walter Memorial Aquatic Centre

**Resolution# 216-21**

Moved by Deputy Mayor Langford  
THAT Council approve an increase in the 2021 operating expense for Pool Building – Contracted Services – Fixed Assets 00-2-72-20-252 from general reserve, for a boiler replacement, not to exceed \$35,000.

CARRIED

13.3 Administrative Request – Canada Day Council participation.

**Resolution# 217-21**

Moved by Councillor Morgan  
THAT all available Council participate in the Canada Day events.

CARRIED

**14. CORRESPONDENCE FOR ACTION**

None.

**15. CORRESPONDENCE FOR INFORMATION**

15.1 Regional Economic Development Initiative – April 28, 2021 meeting minutes

15.2 Letter from MLA Dan Williams – Tolko beehive burner demolished, certificate of variance payments/distribution of payments.

15.3 Peace Library System meeting highlights, May 29, 2021

15.4 Peace Library System 2020 Annual Report and 2020 Audited Financial Statements

15.5 Update 3 – Mayor Janet Jaybush, Mayerthorpe – Towns West/AUMA

15.6 Life Saving Society - Proclamation Req., National Drowning Prevention Week July 18-24, 2021

15.7 Shannon Stubbs, MP – Bill C-21 introduced, changes to the Criminal Code and the Fire Arms Act

15.8 Response from Minister Shandro re Covid-19 immunization program

15.9 Heimstaed lodge transfer

**Resolution# 218-21**

Moved by Councillor Morgan  
THAT Council accept 15.1 to 15.9 for information.

CARRIED

**16. NOTICE OF MOTIONS**

None.

**17. QUESTION PERIOD**

None.

**18. CLOSED SESSION**

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

**Resolution# 219-21**

Moved by Councillor Morgan

THAT Council move into closed session at 8:20 p.m. pursuant to FOIP Part 1, Division 2, section 24(1)(b)(i).

CARRIED

Meeting recessed at 8:22 p.m. H. Gavin left at 8:23 p.m.  
Meeting resumed at 8:32 p.m.

The following individuals remained in the closed session meeting:  
Elected officials: Mayor McAteer, Deputy Mayor Langford, and Councillors M. Morgan, B. Anderson, T. Jessiman and J. Welke.

Staff: CAO McAskile, J. Phillips, R. Rolfe, K. Straub, R. Schmidt, B. Schnarr, C. Carstens, and S. Beaton.

**Resolution# 220-21**

Moved by Councillor Anderson

THAT Council move out of closed session at 9:48 p.m.

CARRIED

18.1 Licensed Day Home -  
Advice from officials, Pursuant to FOIP Part 1, Division 2, section 24(1)(b)(i).

18.2 Current project tendering results brief -  
Business interests of a third party and Advice from officials, Pursuant to FOIP Part 1, Division 2, sections 16(1) and 24(1)(b)(i), respectively.

**Resolution# 221-21**

Moved by Councillor Welke

THAT Council cancel the machinery shed project; and FURTHER, THAT Council allocate \$100,000.00 from the Utility Reserves to fund the Raw Water Pumphouse Replacement; and FURTHERMORE, THAT Council allocate \$100,000.00 from MSI funding to the Gateway Boulevard project.

CARRIED

18.3 RFD: Additional funding for Raw Water Pumphouse at Footner -  
Advice from officials, Pursuant to FOIP Part 1, Division 2, section 24(1)(b)(i) and (g).

See Resolution# 221-21, above.

18.4 RFD: Footner Waterline connections  
Advice from officials  
Pursuant to FOIP Part 1, Division 2, sections 24(1)(a) and 24(1)(b)(i), respectively.

**Resolution# 222-21**

Moved by Councillor Jessiman  
THAT Council provide permission to review and approve connections to the Footner waterline under the provisions of the current Inter-Municipal Development Plan.

CARRIED

18.5 RFD: Airport staffing position enhancement  
Advice from officials  
Pursuant to FOIP Part 1, Division 2, sections 24(1)(d) and (g), respectively.

**Resolution# 223-21**

Moved by Deputy Mayor Langford  
THAT Council approve the expansion of the current Airport Seasonal Equipment Operator position from a 0.5 Full Time Equivalency to a 1 Full Time Equivalency and approve the increase of \$16,000.00 in operating cost for the 2021 Budget Year.

CARRIED

18.6 Regional Service Sharing Agreement - Intergovernmental Relations and Advice from officials, pursuant to FOIP Part 1, Division 2, sections 21(1)(ii), and 24(1)(a), respectively.

**19. ADJOURNMENT**

**Resolution# 224-21**

Moved by Councillor Morgan  
THAT Council adjourn the June 14, 2021 Regular meeting at 9:48 p.m.

CARRIED

[Original signed by Crystal McAteer]  
Mayor

[Original signed by Sandra Beaton]  
Municipal Clerk