



**Town of High Level
 Organization of Council – Inaugural Meeting
 Council Chambers at 7:00 p.m., October 25, 2021
 Live-streamed through Town of High Level Facebook**

APPROVED MINUTES

IN ATTENDANCE:

Crystal McAteer	Mayor elect
Boyd Langford	Councillor elect
Brent Anderson	Councillor elect
Terry Jessiman	Councillor elect
Jan Welke	Councillor elect
Robyn Dwyer	Councillor elect
Josh Lambert	Councillor elect

STAFF

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	Communications Coordinator
Hayley Gavin	Land Use and Planning Manager (virtually)
Charles Carstens	Manager HR and IT Services
Sandra Beaton	Municipal Clerk/Recording Secretary

GUESTS

Corporal Sam HOLM	RCMP
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1. CALL TO ORDER

Chief Administrative Officer Clark McAskile called the meeting to order at 7:00 p.m.

2. RETURNING OFFICER REPORT

2.1 2021 Municipal Election Results	The 2021 Municipal Election results for the Town of High Level were read by the Returning Officer.
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3. COUNCIL OATH OF OFFICE

RCMP Corporal Sam HOLM administered the Official Oath of Office to Crystal McAteer.

Mayor McAteer assumed the role of chair from Clark McAskile.

RCMP Corporal Sam HOLM administered the Official Oath of Office to Josh Lambert, Jan Welke, Boyd Langford, Terry Jessiman, Brent Anderson and Robyn Dwyer.

Mayor McAteer welcomed each Councillor to their role.

4. APPOINTMENT OF DEPUTY MAYOR AND ACTING MAYOR

4.1 Deputy Mayor

Mayor McAteer called for nominations for the position of Deputy Mayor.

Councillor Anderson nominated Councillor Langford for the position of Deputy Mayor. Councillor Langford accepted.

Councillor Lambert nominated Councillor Jessiman for the position of Deputy Mayor. Councillor Jessiman respectfully declined.

Mayor McAteer called for nominations a third time for the position of Deputy Mayor. No further nominations were received.

Mayor McAteer congratulated Councillor Langford on his nomination for the position of the Deputy Mayor.

4.2 Acting Mayor (6 month terms)

Resolution 372-21

Moved by Councillor Jessiman

THAT Councillors Anderson and Dwyer fill the role of Acting Mayor for 6-month terms from November 2021 to April 2022, and May 2022 to October 2022, respectively; and

FURTHER THAT the role of Acting Mayor continue in alphabetical order, each for 6-month terms.

CARRIED

5. CONFIRMATION OF SEATING**Resolution# 373-21**

Moved by Councillor Welke

THAT Council's selected seating arrangements remain in place for the 2021-2025 term.

CARRIED

6. COUNCIL COMMITTEE APPOINTMENTS

6.1 Adoption of the Council Committees

6.2 Appointments to the Council Committees

Resolution# 374-21

Moved by Councillor Anderson

THAT Council adopt the Council Committees Appointments as discussed and agreed upon.

CARRIED

7. COUNCIL MEETING CALENDAR**Resolution# 375-21**

Moved by Councillor Welke

THAT Council adopts the 2022 Council Meeting Calendar.

CARRIED

Council discussions regarding:

- The November 2021 Alberta Urban Municipalities Association Conference and conference pre-sessions on Nov 15-16, 2021.
- Council Orientation on the evening of Nov 11th and morning of Nov 12th.
- Council Budget Review & Planning on Nov 26-27, 2021.

8. ADJOURNMENT

Resolution# 376-21

Moved by Councillor Anderson

THAT Council adjourns the October 25, 2021 meeting at 8:01 p.m.

CARRIED

9. COUNCILLOR – INITIAL SETUP

9.1 Review of information and requirements for initial setup of councillors.

[Original signed by C. McAteer]

Mayor

[Original signed by S. Beaton]

Municipal Clerk