



Minutes of the Regular Open Council Meeting held **April 14th, 2025, at 7:00 p.m.**
in the Council Chambers, Town Hall, 10203-105th Avenue, High Level, AB

In Attendance:

Council: 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
Bill Schnarr, Communications Coordinator
Aya Balmores, Relief Legislative & Executive Assistant

Regrets: Mayor Crystal McAteer
Keith Straub, Director of Operations

1. CALL TO ORDER

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

2. ADOPTION OF MEETING AGENDA

2.1. Adoption of Meeting Agenda

Moved by Councillor Anderson

085-25 THAT the Regular Open Council meeting agenda for April 14th, 2025, BE ADOPTED.

Carried

3. DELEGATIONS

There were no delegations scheduled for this meeting.

4. ADOPTION OF MINUTES

4.1. Minutes of the Regular Open Council Meeting held March 24th, 2025, for adoption.

Moved by Councillor Welke

086-25 THAT the Minutes of Regular Open Council meeting held March 24th, 2025, BE ADOPTED as amended.

Carried

5. MAYOR'S REPORT

Not in Attendance

6. COUNCIL COMMITTEE REPORTS

6.1. Council Reports

Moved by Councillor Welke

087-25 THAT Council RECEIVE the Council Reports from Deputy Mayor Langford, Councillor Anderson, Councillor Jessiman, Councillor Lambert, Councillor Liboiron, and Councillor Welke for the period of March 25th, 2025, to April 14th, 2025, for information.

Deputy Mayor Langford:

Mar. 26 – Mackenzie Regional Waste Management Commission

Mar. 26 – Regional Economic Development Initiative

Councillor Anderson:

Mar. 27 – Northern Lakes College

Apr. 2 – Inter-Municipal Planning Commission

Apr. 2 – Golden Range Society

Councillor Jessiman:

Nothing to Report

Councillor Lambert:

Mar. 26 – Regional Economic Development Initiative

Apr. 1 – High Level Chamber of Commerce

Councillor Liboiron:

Mar. 26 - Mackenzie Regional Waste Management Commission

Mar. 27 – High Level Municipal Library

Councillor Welke:

Nothing to Report

Carried

7. ADMINISTRATIVE REPORTS

7.1. CAO Report - Verbal

Moved by Councillor Liboiron

088-25 THAT Council RECEIVE CAO Thoss' report for the period of March 25th, 2025, to April 14th, 2025, for information.

Carried

8. ADMINISTRATIVE ENQUIRIES

8.1. Subdivision and Development Authority Bylaw Update

That Council consider passing 1st, 2nd, and 3rd readings for proposed Town of High Level Subdivision and Development Bylaw No. 1050-25.

Moved by Councillor Liboiron

089-25 THAT Council GIVE 1st reading to Bylaw No. 1050-25

Carried

Moved by Councillor Lambert

090-25 THAT Council GIVE 2nd reading to Bylaw No. 1050-25

Carried

Moved by Councillor Welke

091-25 THAT Council GIVE unanimous consent 3rd reading to Bylaw No. 1050-25

Carried

Moved by Councillor Anderson

092-25 THAT Council GIVE 3rd reading to Bylaw No. 1050-25

Carried

8.2. Town of High Level Branding Options – Update 2

Moved by Councillor Lambert

093-25 THAT Council DIRECT Administration to revise Colour Palette #4, as presented in Attachment 1, to include red and green colour options;

AND THAT Council DIRECT Administration to revise the raven icon;

AND FURTHER THAT Council DIRECT Administration to bring the amended colour palette and revised icon to the April 22 Committee of the Whole meeting for further deliberation.

Carried

8.3. Appointment of Substitute Returning Officer

Moved by Councillor Liboiron

094-25 THAT Council APPOINT Jena-Raye Clarke as the Substitute Returning Officer for the 2025 municipal election to be held October 20, 2025.

Carried

9. **OLD BUSINESS**

There were no old business items brought forward.

10. **NEW BUSINESS**

There were no new business items brought forward.

11. **CORRESPONDENCE FOR ACTION**

11.1 Correspondence for Action

That the items of correspondence for action BE RECEIVED.

- 2025 Apex Utilities - Renewal of Natural Gas Distribution System Franchise Agreement

11.2. Investigation into Apex Gas Distribution System Acquisition Costs

Moved by Councillor Anderson

095-25 THAT Council DIRECT Administration to table the investigation into the costs associated with acquiring the Apex gas distribution system to a later date.

Carried

11.3. Alberta Municipalities – Responding to Bill 50 – Register for AB Muni’s Webinar

Moved by Councillor Lambert

- 096-25 THAT Council MOVE the correspondence from Alberta Municipalities regarding the response to Bill 50 and the registration for AB Muni’s webinar to item 12.1, Correspondence for Information.**

Carried

12. CORRESPONDENCE FOR INFORMATION

12.1 Correspondence for Information

Moved by Councillor Welke

- 097-25 THAT the items of correspondence for information BE RECEIVED.**

- Honourable Minister Ric McIver – Bill 50, Municipal Affairs Statutes Amendment Act, 2025
- Maskwa Medical Center Presentation
- Maskwa Medical Center Project Update
- RCMP High Level Detachment March 2025 Statistics
- Alberta Municipalities – Responding to Bill 50 – Register for AB Muni’s Webinar

Carried

13. NOTICES OF MOTION

There were no notices of motion brought forward.

14. QUESTION PERIOD

There was no one in gallery attendance that wished to speak.

15. RECESS TO IN-CAMERA MEETING

15.1. Recess to In-Camera Meeting

Moved by Councillor Liboiron

- 098-25 THAT pursuant to the *Freedom of Information and Protection of Privacy Act*, the meeting be closed to the public on the basis that the subject matter of all agenda items to be considered related to matters listed under Part 1, Division 2, sections 24(1)(b) advice, proposals, recommendations, analyses or policy options developed by or for a public body or a member of the Executive Council.**

Council recessed into an In-Camera meeting at 7:31 p.m.

Carried

16. RECOVENE OPEN MEETING

16.1. Reconvene Open Meeting

Moved by Councillor Anderson

099-25 THAT the Regular Open Council meeting BE RECONVENED.

The Regular Open Council Meeting reconvened at 8:06 p.m.

Carried

17. IN-CAMERA ITEMS

There were no in-camera items brought forward.

18. ADJOURNMENT

Moved by Councillor Lambert

100-25 THAT there being no further business of the Regular Open Council meeting, it BE ADJOURNED.

Carried

THE REGULAR OPEN COUNCIL MEETING ADJOURNED AT 8:07 P.M.



DEPUTY MAYOR

CHIEF ADMINISTRATIVE OFFICER