



Minutes of the Regular Open Council Meeting held April 28th, 2025, at 7:00 p.m.
in the Council Chambers, Town Hall, 10203-105th Avenue, High Level, AB

In Attendance:

Council:	Mayor Crystal McAteer Deputy Mayor Boyd Langford Councillor Brent Anderson Councillor Terry Jessiman (via video conference) Councillor Josh Lambert Councillor Mark Liboiron Councillor Jan Welke
Staff:	Viv Thoss, Chief Administrative Officer Logan Bartholow, Director of Planning & Development Jena-Ray Clarke, Director of Community Services Rodney Schmidt, Director of Emergency Services Bill Schnarr, Communications Coordinator Aya Balmores, Relief Legislative & Executive Assistant
Regrets:	Keith Straub, Director of Operations

1. CALL TO ORDER

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

2. ADOPTION OF MEETING AGENDA

2.1. Adoption of Meeting Agenda

Moved by Councillor Liboiron

101-25 THAT the Regular Open Council meeting agenda for April 28th, 2025, BE ADOPTED as amended with the following addition and revisions:

- Item 8.6 Municipal Development Plan Amendment Bylaw 1052-23 be considered after Item 8.3
- Addition of Regional Cadet Support Unit correspondence under Item 11.1
- Addition of In-Camera Items under Item 15.1 - Land Purchase Application and HR Update

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 April 14th, 2025, for adoption.

Moved by Councillor Anderson

102-25 THAT the Minutes of Regular Open Council meeting held April 14th, 2025, BE ADOPTED as amended.

Carried

5. MAYOR'S REPORT

5.1 Mayor McAteer's Report April 15th, 2025 - April 28th, 2025

Moved by Councillor Welke

103-25 THAT Council RECEIVE Mayor McAteer's report for the period of April 15th, 2025, to April 28th, 2025, for information.

Carried

6. COUNCIL COMMITTEE REPORTS

6.1. Council Reports

Moved by Councillor Liboiron

104-25 THAT Council RECEIVE the Council Committee Reports from Deputy Mayor Langford, Councillor Anderson, Councillor Jessiman, Councillor Lambert, Councillor Liboiron, and Councillor Welke for the period of April 15th, 2025, to April 28th, 2025, for information.

Deputy Mayor Langford:

April 16th – Mackenzie Regional Waste Management Commission
April 16th – Regional Economic Development Initiative

Councillor Anderson:

April 16th – Northern Lakes College
April 24th – High Level Municipal Library

Councillor Jessiman:

April 16th – High Level Community Policing Society

Councillor Jessiman announced that he had tendered his resignation after serving two terms.

Councillor Lambert:

April 16th – Regional Economic Development Initiative
April 24th – High Level Chamber of Commerce

Councillor Liboiron:

April 16th – Mackenzie Regional Waste Management Commission
April 24th – High Level Municipal Library

Councillor Welke:

Nothing to Report

Carried

7. ADMINISTRATIVE REPORTS

7.1. CAO Report - Verbal

Moved by Councillor Anderson

105-25 THAT Council RECEIVE CAO Thoss' report for the period of April 15th, 2025, to April 28th, 2025, for information.

Carried

8. ADMINISTRATIVE ENQUIRIES

8.1. Town of High Level Branding Options - Update 4

Moved by Deputy Mayor Langford

106-25 THAT Council APPROVE the adoption of a new Town of High Level logo to replace its current version, as presented in Attachment 1;

AND THAT Council DIRECT Administration to officially launch the Town's new logo on August 1st, 2025.

Carried

8.2. Intermunicipal Development Plan Renewal

Moved by Councillor Anderson

107-25 THAT Council DIRECT Administration to enter into an agreement with Mackenzie County to update the Intermunicipal Development Plan, as presented in Attachment 1;

AND THAT Council APPOINT Deputy Mayor Langford and Councillor Welke to the associated Joint Steering Committee.

Carried

8.3. Moose Meadows Phase 1 Outline Plan

Moved by Mayor McAtee

108-25 THAT Council DIRECT Administration to refer the Moose Meadows Phase 1 Outline Plan to the next Committee of the Whole meeting, scheduled for May 20th, 2025, and extend an invitation to N'DEH Limited Partnership and the Dene Tha' First Nation to attend and provide additional information, as well as address any questions from Council.

Carried

8.4. Bylaw 1053-25 – A Bylaw to Establish a Direct Control District

Moved by Deputy Mayor Langford

109-25 THAT Council GIVE 1st reading to Bylaw 1053-25

AND THAT Council DIRECT Administration to hold Public Hearing on May 26, 2025, at 6:30 PM for Bylaw 1053-25.

Carried

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8.5. Making Housing Easier to Build – Land Use Bylaw Replace and Repeal

Moved by Deputy Mayor Langford

110-25 THAT Council GIVE 1st reading to Bylaw 1051-25

AND THAT Council DIRECT Administration to hold Public Hearing on May 26, 2025, at 7:00 PM for Bylaw 1051-25.

Carried

8.6. Municipal Development Plan Amendment

Moved by Councillor Welke

111-25 THAT Council GIVE 1st reading to Bylaw 1052-25

AND THAT Council DIRECT Administration to hold Public Hearing on May 26, 2025, at 7:00 PM for Bylaw 1052-25.

Carried

8.7. Town of High Level 2025 Property Tax Rate Bylaw

Moved by Councillor Anderson

112-25 THAT Council GIVE 1st reading to Bylaw 1054-25

Carried

Moved by Councillor Welke

113-25 THAT Council GIVE 2nd reading to Bylaw 1054-25

Carried

Moved by Deputy Mayor Langford

114-25 THAT Council GIVE unanimous consent 3rd reading to Bylaw 1054-25

Carried

Moved by Councillor Liboiron

115-25 THAT Council GIVE 3rd reading to Bylaw 1054-25

Carried

9. OLD BUSINESS

There were no old business items brought forward.

10. NEW BUSINESS

There were no new business items brought forward.

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11. **CORRESPONDENCE FOR ACTION**

11.1 Correspondence for Action

Moved by Councillor Liboiron

116-25 THAT the items of correspondence for action BE RECEIVED.

- Letter High Level Library Board - Billings 2025
- Invoice from Peace Library System
- Annual Ceremonial Review of the 2979 EME Royal Canadian Army Cadet Corps

Carried

11.2. Annual Ceremonial Review of 2979 EME Royal Canadian Army Cadet Corps

Moved by Councillor Anderson

117-25 THAT Council SEND Mayor McAtee to the Annual Ceremonial Review of the 2979 EME Royal Canadian Army Cadet Corps to be held May 28th, 2025.

Carried

12. **CORRESPONDENCE FOR INFORMATION**

12.1. Correspondence for Information

Moved by Councillor Welke

118-25 THAT the items of correspondence for information BE RECEIVED.

- Northern Alberta Elected Leaders - March 14, 2025, Minutes
- Letter Peace Library System - Billings & Invoice 2025

Carried

12.2. Internal Correspondence for Information

Moved by Councillor Liboiron

119-25 THAT the items of internal correspondence for information BE RECEIVED.

- Emergency Services - Departmental Monthly Report / March 2025
- Community Services - Departmental Monthly Report / March 2025

Carried

13. **NOTICES OF MOTION**

There were no notices of motion brought forward.

14. QUESTION PERIOD

One member in gallery attendance spoke on issues of importance to him.

15. RECESS TO IN-CAMERA MEETING

15.1. Recess to In-Camera Meeting

Moved by Councillor Liboiron

120-25 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)(i), and (c) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to reveal consultations or deliberations involving officers or employees of a public body, positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations.

- Land Purchase Application
- HR Update

Council recessed into an In-Camera meeting at 8:20 p.m.

Carried

16. RECOVENE OPEN MEETING

16.1. Reconvene Open Meeting

Moved by Councillor Anderson

121-25 THAT the Regular Open Council meeting BE RECONVENED.

The Regular Open Council Meeting reconvened at 9:13 p.m.

Carried

17. IN-CAMERA ITEMS

17.1 Land Purchase Application (LPP25-01)

Moved by Councillor Anderson

122-25 THAT Council DIRECT Administration to advertise the property through An Expression of Interest process, with an opening date of June 1, 2025, and a closing date of July 15, 2025.

Carried

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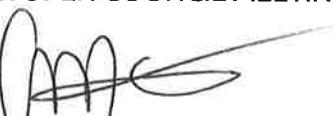
18. ADJOURNMENT

Moved by Councillor Welke

**123-25 THAT there being no further business of the Regular Open Council meeting,
it BE ADJOURNED.**

Carried

THE REGULAR OPEN COUNCIL MEETING ADJOURNED AT 9:14 P.M.



MAYOR



CHIEF ADMINISTRATIVE OFFICER