



Minutes of the Regular Open Council Meeting held **May 12th, 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 Josh Lambert
Councillor Mark Liboiron
Councillor Jan Welke

Staff: Viv Thoss, Chief Administrative Officer
Jena-Rayé 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

124-25 THAT the Regular Open Council meeting agenda for May 12th, 2025, BE ADOPTED as amended with the following addition:

- Council-only In-Camera session

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 28th, 2025, for adoption.

Moved by Deputy Mayor Langford

125-25 THAT the Minutes of Regular Open Council meeting held April 28th, 2025, BE ADOPTED as amended;

- To Direct Administration to schedule a Public Hearing for Bylaw 1053-25 on May 26, 2025, at 6:30 p.m., and to hold a Public Hearing for Bylaws 1051-25 and 1052-25 on the same date at 7:00 p.m.

Carried

5. MAYOR'S REPORT

5.1 Mayor McAteer's Report April 29th, 2025, to May 12th, 2025

Moved by Councillor Welke

126-25 THAT Council RECEIVE Mayor McAteer's report for the period of April 29th, 2025, to May 12th, 2025, for information.

Carried

6. COUNCIL COMMITTEE REPORTS

6.1. Council Committee Reports

Moved by Councillor Lambert

127-25 THAT Council RECEIVE the Council Committee Reports from Deputy Mayor Langford, Councillor Anderson, Councillor Lambert, Councillor Liboiron, and Councillor Welke for the period of April 29th, 2025, to May 12th, 2025, for information.

Deputy Mayor Langford:

May 2 & 3 – Alberta Association of Police Governance
May 10 & 11 - Yellowknife Chamber Spring Trade Show

Councillor Anderson:

May 3 – High Level 2025 Trade Show

Councillor Lambert:

May 2 & 3 – High Level 2025 Trade Show

Councillor Liboiron:

May 3 – High Level 2025 Trade Show

Councillor Welke:

April 29 – Northwest Regional FASD Society

Carried

7. ADMINISTRATIVE REPORTS

7.1. CAO Report - Verbal

Moved by Councillor Anderson

128-25 THAT Council RECEIVE CAO Thoss' report for the period of April 29th, 2025, to May 12th, 2025, for information.

Carried

8. ADMINISTRATIVE ENQUIRIES

8.1. AB Forest Products Association 2025 AGM & Conference

Moved by Deputy Mayor Langford

129-25 THAT based on the May 12th, 2025, report from the Viv Thoss, Chief Administrative Officer, "AB Forest Products Association 2025 AGM & Conference", Council SEND Mayor McAtee and Councillor Lambert to the Alberta Forest Products Association 2025 AGM & Conference, taking place in Jasper, Alberta from September 24 to 26, 2025;

AND THAT Council APPROVE the appropriate registration package for each attendee, including additional tickets for the evening reception dinners on Wednesday and Thursday.

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

The Council RECEIVE the items of correspondence for Action.

- AB Munis - Summer 2025 Municipal Leaders' Caucus

Moved by Councillor Welke

130-25 THAT Council SEND Mayor McAtee to the Summer 2025 Municipal Leaders' Caucus, to be held in Peace River, Alberta on June 25th, 2025.

Carried

12. CORRESPONDENCE FOR INFORMATION

There were no items for correspondence for information.

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 Welke

131-25 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 a Council-only In-Camera session at 7:27 p.m.

Carried

16. RECOVENE OPEN MEETING

16.1. Reconvene Open Meeting

Moved by Councillor Lambert

132-25 THAT the Regular Open Council meeting BE RECONVENED.

The Regular Open Council Meeting reconvened at 9:04 p.m.

Carried

17. IN-CAMERA ITEMS

There were no in-camera items brought forward.

18. ADJOURNMENT

Moved by Councillor Anderson

**133-25 THAT there being no further business of the Regular Open Council meeting,
it BE ADJOURNED.**

Carried

THE REGULAR OPEN COUNCIL MEETING ADJOURNED AT 09:04 P.M.



MAYOR



CHIEF ADMINISTRATIVE OFFICER