



Minutes of the Committee of Whole Meeting held **June 16, 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 Jan Welke
Staff:	Roy Amalu, Director of Finance/Acting CAO Keir Gervais, Director of Corporate Services Jena-Raye Clarke, Director of Community Services Rodney Schmidt, Director of Emergency Services Keith Straub, Director of Operations Bill Schnarr, Communications Coordinator Aya Balmores, Relief Legislative & Executive Assistant
Consultants:	Barb Wilson, HR Consultant
Regrets:	Councillor Mark Liboiron Viv Thoss, Chief Administrative Officer

1. CALL TO ORDER

Mayor McAteer 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

018-25 THAT the Committee of the Whole meeting agenda for June 16, 2025, BE ADOPTED as amended with the following addition:

- Item 8.1 Attraction, Selection and Promotion Policy
- 4.2 – Probation Period
- 4.3 – Performance Management

Carried

3. **DELEGATIONS**

There were no delegations scheduled for this meeting.

4. **ADOPTION OF MINUTES**

4.1 Minutes of the Committee of the Whole Meeting held May 21, 2025 for adoption.

Moved by Deputy Mayor Langford

019-25 THAT the Minutes of Committee of the Whole meeting held May 21, 2025, BE ADOPTED as amended.

Carried

5. **OLD BUSINESS**

There were no old business items brought forward.

6. **NEW BUSINESS**

There was no new business.

7. **CORRESPONDENCE FOR ACTION**

There was no correspondence for action.

8. COMMITTEE REPORTS

8.1 Attraction, Selection and Promotion Policy

Moved by Councillor Welke

020-25 THAT Committee of the Whole RECOMMEND Council approve the Attraction, Selection and Promotion Policy.

Further, THAT Committee of the Whole RECOMMEND Council rescind the following policies:

3.6 – Appointment of Employees

3.7 – Hiring and Assignment of Related Individuals

3.10 – Prerequisites for Employment

4.2 – Probation Period

4.3 – Performance Management

Carried

8.2 Local Authorities Pension Plan (LAPP) & APEX Supplementary Pension Plan Policy

Moved by Councillor Welke

021-25 THAT Committee of the Whole RECOMMEND Council approve the Local Authorities Pension Plan (LAPP) and APEX Supplementary Pension Plan Policy.

Carried

8.3 Asset Retirement Obligation Policy

Moved by Deputy Mayor Langford

022-25 THAT the Committee of the Whole RECOMMEND that Council adopt the 278-25 - Asset Retirement Obligation Policy.

Carried

9. NOTICES OF MOTION

There were no notices of motions.

10. QUESTION PERIOD

There were questions.

11. RECESS TO IN-CAMERA MEETING

11.1 Recess to In-Camera Meeting

Moved by Councillor Welke

- 023-25 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)(a) advice, proposals, recommendations, analyses or policy options developed by or for a public body or a member of the Executive Council and (d) plans relating to the management of personnel or the administration of a public body that have not yet been implemented.**

Carried

12. RECONVENE OPEN MEETING

12.1 Reconvene Open Meeting

Moved by Councillor Welke

- 024-25 THAT the Open Committee of Whole meeting BE RECONVENED.**

Carried

The Committee of Whole Meeting reconvened at 08:05 p.m.

13. IN-CAMERA ITEMS

13.1 Policy & Procedure Discussion

14. ADJOURNMENT

Moved by Councillor Anderson

- 025-25 THAT there being no further business of the Committee of Whole meeting, it BE ADJOURNED.**

Carried

THE COMMITTEE OF WHOLE MEETING ADJOURNED AT 08:05 p.m.



MAYOR



ACTING CHIEF ADMINISTRATIVE OFFICER