

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
April 24, 2018 3:00 p.m.**

PRESENT:	Hank Holowaychuk Daniel Kotylak Terry Makowichuk Melody Morton Ross Whitelaw	Mayor Deputy Mayor Councillor Councillor Councillor
STAFF IN ATTENDANCE:	Adam Kozakiewicz Crystal Letwin	Chief Administrative Officer Finance Assistant / Legislative Services

1. CALL TO ORDER

Mayor Holowaychuk called the April 24, 2018 Regular Town Council Meeting to order at 3:24 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 3198/18 **MOVED** by Councillor Makowichuk to approve the April 24, 2018 Regular Town Council Meeting Agenda as presented.

CARRIED

3. EXECUTIVE SESSION (In-Camera)

MOTION: 3199/18 **MOVED** by Mayor Holowaychuk to go in-camera to discuss the following issue at 3:28 p.m.:

- Chief Administrative Officer's Employment Contract (FOIP s.17)

CARRIED

MOTION: 3200/18 **MOVED** by Mayor Holowaychuk to come out of camera at 5:34 p.m.

CARRIED

Mayor Initials



CAO Initials



4. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)

MOTION: 3201/18

MOVED by Mayor Holowaychuk that the Chief Administrative Officer Employment Contract be amended with the following:

- AND WHEREAS the Parties have agreed to enter into a written employment contract (the "Agreement") to be effective as of ~~March 1, 2016~~ May 1, 2018 (the "Effective Date").

1. Position and Term

- 1.3 This Agreement shall be effective on ~~March 1, 2016~~ May 1, 2018 (the "Commencement Date"), and shall continue for a period of ~~2 (two) years, up to and including February 28, 2018 (The "End Date")~~, subject to earlier termination in accordance with ~~Section 10~~ for an indefinite term, subject to earlier termination in accordance with Section 10 (the "Term").

2. Employees Responsibilities

- 2.2 Correct spelling – "willingly"

4. Remuneration

- The Employer shall pay to the Employee an annual base salary of \$118,242.48 (One hundred and eighteen thousand two hundred and forty-two dollars and forty-eight cents) less required withholdings, payable in accordance with the regular payroll policies of the Employer in existence from time to time (the "base salary"). The employee is entitled to any cost of living adjustments provided by the Employer.

5. Performance and Evaluation

- 5.2 Delete

6. Continuing Education

- 6.2 Add "or approved by budget" at the end of the paragraph.

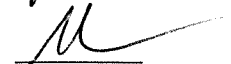
9. Vacation

- 9.1 The Employee shall be entitled to accrue vacation of ~~22 (twenty-two)~~ twenty-seven (27) days each year. Vacation time must be taken within the calendar year in which it is earned and cannot be carried forward.
- 9.2 The Employee shall ~~obtain permission~~ inform the Mayor and Council or designate prior to taking any vacation or other time off.

Mayor Initials



CAO Initials



10. Termination

- 10.2 The Employer may terminate this Agreement for any reason, in its unfettered discretion, by providing to the Employee payment in an amount equivalent to ~~three (3)~~ six (6) months' salary, plus all accrued leaves and other benefits less required deductions. This payment entitlement shall increase by one (1) month for each full year of service at the time of termination up to a maximum of twelve (12) months payment.


CARRIED

5. ADJOURNMENT

MOTION: 3202/18

MOVED by Councillor Morton to adjourn the meeting at 6:00 p.m.

CARRIED



Hank Holowaychuk
Mayor



Adam Kozakiewicz
Chief Administrative Officer

