



TOWN OF SMOKY LAKE
Minutes of the Regular Council Meeting
For the purpose of the Chief Administrative Officer's
Performance Evaluation

Held on Monday, April 12, 2021 at 5:00 p.m.
 at the Town Council Chambers in Smoky Lake
 and virtually at <https://www.gotomeet.me/SmokyLake>

Present:	Hank Holowaychuk	Mayor	Virtually Present
	Terry Makowichuk	Deputy Mayor	Virtually Present
	Daniel Kotylak	Councillor	Present in Chambers
	Melody Morton	Councillor	Present in Chambers
	Ross Whitelaw	Councillor	Virtually Present
	Adam Kozakiewicz	Chief Administrative Officer (CAO)	Present in Chambers
	Crystal Letwin	Assistant CAO/Rec. Secretary	Virtually Present

Observers in Attendance Upon Call to Order:

0 member(s) of the public.
 0 member(s) of the media.

1. CALL TO ORDER.

Mayor Holowaychuk called the April 12, 2021 Regular Town Council Meeting, for the purpose of the Chief Administrative Officer's Performance Evaluation, to order at 5:04 p.m.

2. ADOPTION OF THE AGENDA.

MOTION: 255-2021 **MOVED** by Councillor Kotylak that Town of Smoky Lake adopt the April 12, 2021 Regular Town Council Meeting Agenda, for the purpose of the Chief Administrative Officer's Performance Evaluation, as presented.

CARRIED

3. CLOSED SESSION.

MOTION: 256-2021 **MOVED** by Deputy Mayor Makowichuk to go into Closed Session to discuss the following matter pursuant to the Freedom of Information and Protection of Privacy Act: Section 19: Confidential Evaluations, at 5:05 p.m.:

- Chief Administrative Officer's Performance Evaluation.

CARRIED

CAO, Kozakiewicz and Assistant CAO, Letwin left the meeting at 5:05 p.m.

MOTION: 257-2021

MOVED by Councillor Whitelaw to come out of Closed Session at 8:40 p.m.

CARRIED

Assistant CAO, Letwin returned to the meeting at 8:40 p.m.

4. BUSINESS FROM CLOSED SESSION.

MOTION: 258-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake set a meeting date at the next Regular Council Meeting held on April 20, 2021 to review the Chief Administrative Officer’s Performance Evaluation.

CARRIED

MOTION: 259-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake advise Administration to research and provide at least 6 comparative municipality’s salary grids for the job title of “Chief Administrative Officer” of similar size in Alberta (population of 1,000) as well as the Town of Smoky Lake’s salary grid; and present at the Chief Administrative Officer’s Performance Evaluation Review meeting, date to be determined at the April 20, 2021 Regular Council Meeting.

CARRIED

ADJOURNMENT.

MOTION: 260-2021

MOVED by Deputy Mayor Makowichuk to adjourn the Regular Council meeting at 8:43 p.m.

CARRIED

Original signed.

Hank Holowaychuk
Mayor

Original signed.

Adam Kozakiewicz
Chief Administrative Officer