



TOWN OF SMOKY LAKE
Minutes of the Regular Council Meeting
For the purpose of the CAO Performance Appraisal
 Held on Thursday, May 27, 2021, at 5:00 p.m.
 Virtually at <https://www.gotomeet.me/SmokyLake>

Present:	Hank Holowaychuk	Mayor	Virtually Present
	Terry Makowichuk	Deputy Mayor	Virtually Present
	Daniel Kotylak	Councillor	Virtually Present
	Melody Morton	Councillor	Virtually Present
	Ross Whitelaw	Councillor	Virtually Present
	Adam Kozakiewicz	Chief Administrative Officer (CAO)	Virtually Present
	Crystal Letwin	Assistant CAO/Recording Sec.	Not Present

The Minutes were drafted by the Recording Secretary via video recording from the “GoToMeeting” virtual meeting.

Observers in Attendance Upon Call to Order:

None.

1. CALL TO ORDER.

Mayor Holowaychuk called the May 27, 2021, Regular Town Council Meeting, for the purpose of the Chief Administrative Officer’s Performance Appraisal, to order at 5:05 p.m.

Deputy Mayor Makowichuk was not in attendance at the Call to Order, Mr. Makowichuk arrived at the meeting during the Closed Session discussion at 5:20 p.m.

2. ADOPTION OF THE AGENDA.

MOTION: 422-2021 **MOVED** by Councillor Kotylak that Town of Smoky Lake adopt the May 27, 2021, Regular Town Council Meeting Agenda, for the purpose of the Chief Administrative Officer’s Performance Appraisal, as presented.

CARRIED

3. CLOSED SESSION.

3.1 Chief Administrative Officer’s Performance Evaluation.

MOTION: 423-2021 **MOVED** by Councillor Kotylak to go into Closed Session to discuss Personnel - the Chief Administrative Officer’s Performance Appraisal pursuant to the Freedom of Information and Protection of Privacy Act, Section 19: Confidential Evaluations, at 5:06 p.m.

CARRIED

MOTION: 424-2021 **MOVED** by Councillor Morton to come out of Closed Session at 6:22 p.m.

CARRIED

4. BUSINESS FROM CLOSED SESSION.

MOTION: 425-2021 **MOVED** by Councillor Morton that Town of Smoky Lake acknowledge the Performance Evaluation for the Chief Administrative Officer (CAO) has been completed for Year-2021 and acknowledge Council has reviewed the Performance Evaluation with CAO, Adam Kozakiewicz; and mutually agree not to provide a salary increase for the Year-2021; therefore, Mr. Kozakiewicz’s salary will remain the same.

CARRIED

ADJOURNMENT.

MOTION: 426-2021 **MOVED** by Deputy Mayor Makowichuk to adjourn the Regular Council meeting at 6:25 p.m.

CARRIED

Original signed. _____

Hank Holowaychuk
Mayor

Original signed. _____

Adam Kozakiewicz
Chief Administrative Officer