



**SMOKY LAKE COUNTY COUNCIL
CHIEF ADMINISTRATIVE OFFICER EVALUATION MEETING
AGENDA**

Thursday, May 22, 2025, at 1:00 p.m. to be held in-person at
Smoky Lake County Council Chambers, 4612 McDougall Drive, Smoky Lake

1. Call to Order
2. Adoption of Agenda
3. Minutes
 - 3.1. Minutes of November 22, 2024 - County Council Meeting for the Purpose of Chief Administrative Officer Evaluation
4. In Camera (Executive Session)
 - 4.1. Personnel Issue: Evaluation of the Chief Administrative Officer (CAO), under the authority of the FOIP Act, Section 19: Confidential Evaluation.
 - 4.1.1. Attachment - CAO Performance Evaluation Toolkit - Guide for Council
 - 4.1.2. Attachment - SAMPLE Template for CAO Performance Evaluation Completed
 - 4.1.3. Attachment - SAMPLE Mandate letter for CAOs for Performance Evaluation Completed
 - 4.1.4. Attachment - BLANK Template for CAO Performance Evaluation
 - 4.1.5. Attachment - BLANK Mandate letter for CAOs for Performance Evaluation
5. Next Meeting
6. Adjournment.