



Summer Village of Nakamun Park

Council Policy

Number	Title		
C-CAO-PERF-1	Chief Administrative Officer Performance Evaluation		
Approval	Originally Approved		Last Revised
(CAO Initials) <i>[Signature]</i>	Resolution No:	110-19	Resolution No:
	Date:	August 28 th , 2019	Date:

Purpose

To outline the process of completing the required Annual Performance Evaluation of the Chief Administrative Officer.

Policy Statement

The Summer Village of Nakamun Park wishes to implement best practices in the governance function.

Principles

1. The Summer Village of Nakamun Park is committed to following good governance principles and practices.
2. Council will complete an Annual Performance Evaluation for the Chief Administrative Officer.
3. The Annual Evaluation form will be provided by the Chief Administrative Officer and is to be completed by all Council and the Mayor.
4. Once the Annual Performance Evaluation is completed by Council, there will be a meeting between the Mayor and the Chief Administrative Officer to discuss the Annual Evaluation. All of Council and/or additional administration may be included in the evaluation review if deemed appropriate.

Revisions:

Resolution Number	MM/DD/YY