



STAFF REPORT

Title: Chief Administrative Officer's Monthly Report - March 2019

Meeting Date: April 9, 2019

Executive Summary:

This report is intended to provide an update to Council on the activities and projects being conducted by Administration.

General Discussion

Administration hosted a Strategic Priorities Planning Session with Council on January 16, 2019. During this planning session, and further to the budget deliberations, allowed for an opportunity to discuss specific priorities such as the I.D. 349 and the 4 Wing Cold Lake.

A follow-up strategic priorities is being tentatively scheduled May 1, 2019.

Council hosted a strategic priorities planning session on November 14 and 15, 2017. The priorities were adopted at Council's regular meeting on November 28, 2017. All of the issues were pared down to a top 5 and an additional 5 planned priorities. These priorities are as follows:

1. Cold Lake Air Weapons Range Agreement
2. Intermunicipal Collaboration Framework
3. Crime Prevention
4. Annexation: Public Consultation
5. Commercial Air Service
 - Municipal Development Plan
 - Inter-municipal Development Plan
 - Infrastructure: Priorities/Capital Plan Update
 - Economic Development Strategy

The following strategic priorities were identified for advocacy work:

- Criminal Justice System
- Medical Services
- Town of Bonnyville Liaison
- CLFN Liaison



The following are some specific updates:

1. Cold Lake Air Weapons Range Agreement - Council held a strategic planning session on January 16, 2019. Council received an in-camera update at their March 26, 2019 regular meeting of Council.
 2. Inter-Municipal Collaboration Framework (ICF) - Council has been briefed on the ICF discussion paper. The M.D. of Bonnyville has requested for the City of Cold Lake to hold off discussion in January/February, 2019. At this time, administration has not received an update from the M.D. of Bonnyville.
 3. Crime Prevention – No further updates to report at this time.
 4. Annexation: Public Consultation - No further updates to report at this time.
 5. Commercial Air Service – 4 Wing Cold Lake provided another tentative draft which is currently being reviewed by administration. Administration will be presenting the review to Council at their April 23, 2019 regular meeting.
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- Municipal Development Plan (MDP) - With the annexation being recently approved, the MDP has been funded in the 2019 budget. Administration has received several expressions of interest from planning/engineering consultants to facilitate the development of a new/amended MDP. The final proposals from the short lists consultants are due this week.
 - Inter-Municipal Development Plan (IDP) - With the annexation being recently approved, the IDP has been funded in the 2019 budget. Administration has received several expressions of interest from planning/engineering consultants to facilitate the development of a new/amended IDP (as a joint project to the MDP). The final proposals from the short lists consultants are due this week.
 - Infrastructure Priorities/Capital Plan Update - Administration has draft a new financial impact model w/ a capital plan framework which was presented at Councils budget deliberations meeting. Administration will be requiring feedback from Council in May, 2019
 - Economic Development Strategy - The City has now accepted economic development strategy report at their March 26, 2019 regular meeting of Council.



I have included the General Manager's monthly reports to the Chief Administrative Officer for your perusal. Each of the General Manager's report has various departments and/or discipline updates and/or statistics. If you have any questions, please feel free to ask. It should be noted that in some instances, Administration may have to take the question and follow-up with Council.

Meetings

Mar. 1	Puck Drop Ceremony at Energy Centre
Mar. 1-3	55+ Winter Games
Mar. 4	Weekly Mgmt. Team Mtg. CANC.
Mar. 4	Mtg. w/ Dusty Kiziak (Cold Lake Brewing & Distilling)
Mar. 4	Mtg. RE Master Plans, IDP, MDP Updates and Offsite Levies
Mar. 5	Mtg. w/ Harrison Fallow RE Summer ice
Mar. 6	Monthly Executive/Mgmt. Team Mtg. CANC.
Mar. 6	Mtg. w/ M.D. of B'ville RE Cabins & Recreation with CLFN
Mar. 7	Mtg. RE Browns Industrial Group
Mar. 7	Mtg. RE Parkbridge Lane/Storm Dev. Agrmt. & Pelican Rock Road & PUL
Mar. 7	Mtg. w/ Lakeland Multicultural Association
Mar. 7	Mtg. w/ Damen Schaub
Mar. 8	Mtg. RE Emergency Communication/SMS Messaging - Software Demo
Mar. 10	55" Winter Games Wrap-up Dinner
Mar. 11	Weekly Mgmt. Team Mtg.
Mar. 11	Mtg. w/ Councillor Lefebvre
Mar. 11	Draft FOIPP Presentation - Internal Review
Mar. 11	Phone Call w/ John Burleson RE Football Proposal
Mar. 12	Economic Development Opportunity
Mar. 12	Regional EMP Discussion
Mar. 12	Regular Council Mtg.
Mar. 13	Humane Society Discussion
Mar. 13	Mtg. w/ Dexter Dahlseide
Mar. 14	Breakfast Mtg. w/ 4 Wing
Mar. 14	Cold Lake Regional Chamber of Commerce AGM State of Region Address
Mar. 18	Weekly Mgmt. Team Mtg.
Mar. 19	Conference Call w/ Brownlee RE PILT
Mar. 19	Mtg. w/ McSweeney & Associates
Mar. 19	Corporate Priorities Committee Mtg.



Mar. 20	M.D of B'ville - FOIPP Presentation Planning Mtg.
Mar. 21	Mtg. w/ M.D. of B'ville Council Briefing
Mar. 21	Mtg. w/ Cold Lake Recycling Depot
Mar. 25	Weekly Mgmt. Team Mtg.
Mar. 25	CLRUSC Mtg.
Mar. 26	Coffee & Commerce
Mar. 26	BAR Engineering Mtg. ABSENT
Mar. 26	Regular Council Mtg. ABSENT
Mar. 27	City Hall Safety Mtg. ABSENT
Mar. 27-28	2019 Spring Municipal Leaders' Caucus
Mar. 29	Grandstand Drainage Meeting
Mar. 29	Review Mtg. RE Draft 4 Wing Licence Agreement

Corporate Strategic Initiatives and Communications:

- Attended EDAC monthly meeting
- Assisted with marketing of the EDAC "Contracting with the federal government" conference
- Assisted with demo of potential SMS messaging communication service for management group
- Meetings and review of DRAFT commercial air service licence agreement
- Assisted with ID 349 presentation
- Kick off meeting for Wayfinding Signage Program
- Kick off meeting for Park Signage Replacement Program
- Outdoor Advertizing campaign finalized and executed
- Planning for strategic priorities session

Other Activities:

- Daily responses to general inquires and requests
- Arrange media interviews and photo ops
- General advertising and public notices for all City departments
- Attend meetings as required
- Media monitoring
- Updating website
- Posting to social media

Background:

N/A



Alternatives:

N/A

Recommended Action:

Type the recommendation here

Budget Implications (Yes or No):

No

Submitted by:

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