



STAFF REPORT

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

Meeting Date: January 14, 2020

Executive Summary:

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

General Discussion

Due to the uncertainty associated with I.D. 349 funding; Council elected to pass an interim budget to cover expenses between January 1 to March 31, 2020. This is the first time in 15 years that the City has passed only an interim budget.

The Community Open Houses were very successful and educating to the public. Administration received several positive comments relating to the content and community engagement.

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

Dec. 1	Weekly Mgmt. Team Mtg.
Dec. 2	Mtg. w/ Dave Zimmerman
Dec. 3	Family Resource Network EOI
Dec. 3	Town/MD of Bonnyville Mtg. w/ CAO & Reeve
Dec. 4	Monthly Executive/Mgmt. Team Mtg. CANC.
Dec. 4	2020 Budget Deliberations
Dec. 5	Mtg. w/ Diana Warbeck
Dec. 9	Weekly Mgmt. Team Mtg.
Dec. 10	Regular Council Mtg.
Dec. 11	State of the City Community Open House - Lunch Session
Dec. 11	State of the City Community Open House - Evening Session
Dec. 13	DAY OFF



Dec. 16	Weekly Mgmt. Team Mtg. CANC.
Dec. 16	Mtg. in Edm. w/ the Minister
Dec. 17	Special Council Mtg.
Dec. 17	Corporate Priorities Committee Mtg. CANC.
Dec. 18	City Hall Safety Mtg. ABSENT
Dec. 18	Family Resource Network EOI
Dec. 19	2020 Budget Deliberations
Dec. 23	Weekly Mgmt. Team Mtg.
Dec. 23	Special Council Mtg.
Dec. 23	RUSC Mtg. CANC.
Dec. 24	Regular Council Mtg. CANC.
Dec. 25	STAT HOLIDAY
Dec. 26	STAT HOLIDAY
Dec. 27-31	HOLIDAYS

Corporate Strategic Initiatives and Communications:

- Attended EDAC monthly meeting
- Attended Chamber of Commerce monthly meeting
- Assisting with meetings for Aerospace Economic Development project
- Attended EDAC subcommittee meetings re Business workshop program
- Assisting with FRN expression of interest
- Liaised with GOA re CARES grant application

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:

Alternatives:



Recommended Action:

Type the recommendation here

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer