



STAFF REPORT

Title: Chief Administrative Officer's Monthly Report - January 2020

Meeting Date: February 11, 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.

The City awaits for the Minister's feedback as it relates to the next steps for I.D. 349.

Administration is also seeking dates to establish a strategic priorities session to discuss the strategy for the City of Cold Lake for the remainder of 2020 and beyond and community priorities.

Administration is moving to prepare for the Community Policy Town Hall Meeting and Public Open House scheduled for February 26, 2020. Various presentation will be

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

Jan. 1	STAT HOLIDAY
Jan. 1	Monthly Executive/Mgmt. Team Mtg. CANC.
Jan. 2-3	VACATION
Jan. 6	Weekly Mgmt. Team Mtg.



Jan. 8	Hearts for Healthcare Mtg.
Jan. 9	Family Resource Network Mtg.
Jan. 10	DAY OFF
Jan. 13	Weekly Mgmt. Team Mtg.
Jan. 13	Axani Fundraiser Mtg.
Jan. 13	Cold Lake Fighter Jets Fundraising & Funding Requests Mtg.
Jan. 13	Alberta's Fair Deal Panel Town Hall Mtg. in Lloydminster
Jan. 14	Tentative Mtg. w/ Alain Gagnon - Steering Committee
Jan. 14	Regular Council Mtg.
Jan. 17	Mtg. w/ Diane Stonehocker RE Update on Men's Shed
Jan. 20	Weekly Mgmt. Team Mtg.
Jan. 20	Mtgs. w/ WCDIA - Aerospace Economic Development
Jan. 20	Mtg. w/ Nancy Broadbent, Portage College President & CEO
Jan. 21	Joe Aruda RE Aerospace Economic Development
Jan. 21	Corporate Priorities Committee Mtg.
Jan. 22-23	AUMA President's Summit in Edm.
Jan. 27	Weekly Mgmt. Team Mtg.
Jan. 27	RUSC Mtg.
Jan. 28	Mtg. w/ Rick Cusson
Jan. 28	Regular Council Mtg.
Jan. 29	City Hall Safety Mtg. ABSENT
Jan. 29	CLRUSC Regional Water Rate Review Mtg.
Jan. 30	ICF Pre Mtg. w/ Mayor
Jan. 30	ICF Mtg. w/ MD of B'ville Reeve & CAO
Jan. 31	DAY OFF

Corporate Strategic Initiatives and Communications:

- Attended EDAC monthly meeting
- Attended Chamber of Commerce monthly meeting
- Assisting with meetings for Aerospace Economic Development Project
- Began design of annual report
- Completed design, marketing, and distribution of program guide
- Completed distribution of annual Chamber guide
- Attended AUMA Energy meeting Feb. 28 & 29
- Liaised with GoA re: existing CARES grant application to confirm continued compliance



- Met with WCDIA and key stakeholders re: Aerospace Economic Development Project

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