



STAFF REPORT

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

Meeting Date: March 10, 2020

Executive Summary:

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

General Discussion

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

Administration has established a date of March 12, 2020 to for a strategic priorities session to discuss the strategy for the City of Cold Lake for the remainder of 2020 and beyond and other community priorities.

Administration is moving to prepare for Community Open Houses relating to the Community Encroachment Project as well as the Community Way Finding Sign Project.

The Community Town Hall meeting on February 26, 2020 for the crime and policing was very successful of which gave an opportunity for both M.D. of Bonnyville and City of Cold Lake residents to discuss their concerns. The City of Cold Lake is hoping that the Minister of Justice will accept an invitation to meeting and discuss community concerns.

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

Feb. 3	Weekly Mgmt. Team Mtg.
Feb. 3	RCMP/City of Cold Lake Town Hall Meeting & Downtown Delegation
Feb. 3	Podcast Episode 7
Feb. 4	Mtg. w/ Land Solutions
Feb. 4	Safe and Healthy Communities Committee Mtg. in Edm. ABSENT
Feb. 5	Monthly Executive/Mgmt. Team Mtg. CANC.



Feb. 7	DAY OFF
Feb. 10	Weekly Mgmt. Team Mtg. CANC.
Feb. 10	Breakfast Mtg. w/ Wing Commander
Feb. 10	Podcast Episode 7
Feb. 10	ICF Mtg. w/ MD of B'ville
Feb. 11	Regular Council Mtg.
Feb. 12	RUSC Rate Review
Feb. 13	Brownlee LLP 2020 Emerging Trends in Municipal Law in Edm.
Feb. 14	DAY OFF
Feb. 17	STAT HOLIDAY
Feb. 18	Weekly Mgmt. Team Mtg.
Feb. 18	Corporate Priorities Committee Mtg.
Feb. 20	Mtg. w/ Casey Cato of Land Solutions
Feb. 20	Regional Water Line Facilities Tour and Lunch
Feb. 21	CLRUSC Rate Review Study Conference Call
Feb. 24	Weekly Mgmt. Team Mtg. CANC.
Feb. 24	Teleconference WCDIA
Feb. 24	Mtg. RE Cold Lake First Nations Water Infrastructure
Feb. 24	RUSC Mtg.
Feb. 25	ICF Discussion w/ MD of B'ville
Feb. 25	Mtg. w/ CLFN RE Water Connection Agmt. - Little Reserve
Feb. 25	Regular Council Mtg.
Feb. 26	City Hall Safety Mtg.
Feb. 26	Mtg. w/ Josh Pentland of TC Energy
Feb. 26	Lakeland Crime Town Hall Mtg.
Feb. 26	Teleconference RE Aerospace
Feb. 27	Podcast Episode 8
Feb. 27	
Feb. 28	AUMA Report on Alberta's Budget 2020

Corporate Strategic Initiatives and Communications:

- Attended EDAC monthly meeting
- Recorded, edited, and published Podcast Episode 7
- Recorded, edited, and published Podcast Episode 8



- Resumed coordination of Park Sign Replacement Program – arranging for installation.
- Assisted with organizing Feb. 26 Policing Open House
- Attended AUMA's report on the provincial budget
- Liaised with contractors and stakeholders re: Aerospace Economic Development.
- Attended Red Deer boat show.
- Attended internal emergency preparedness meeting.

Other Activities:

- Daily responses to general inquiries 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