



STAFF REPORT

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

Meeting Date: September 8, 2020

Executive Summary:

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

General Discussion

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

August 3	STAT HOLIDAY
August 3	Weekly Mgmt. Team Mtg. CANC.
August 5	Monthly Executive/Mgmt. Team Mtg. CANC.
August 6	Planning Mtg. RE Mtg. w/ Premier Jason Kenney
August 6	Mtg. w/ Premier Jason Kenney
August 10	Weekly Mgmt. Team Mtg.
August 10	Podcast
August 10	Community Grant Advisory Committee Mtg.
August 11	Municipal Leaders' Caucus Mtg.
August 11	Regular Council Mtg.
August 12	Mtg. w/ Bernard Lefebvre
August 14	Mtg. RE Fishing Derby
August 14	Lunch w/ Rick Cusson
August 14	AUMA - Assessment Review
August 17	Weekly Mgmt. Team Mtg. CANC.
August 17	VACATION
August 18	VACATION
August 18	Corporate Priorities Committee Mtg. CANC.
August 19	VACATION



August 20	VACATION
August 21	VACATION
August 22	Pride in your Ride Grand Opening
August 24	Weekly Mgmt. Team Mtg.
August 24	Microsoft Teams Mtg.
August 24	RUSC Mtg.
August 25	Regular Council Mtg.
August 26	Encroachment Open House (All Day)
August 27	MOU Discussion w/ 4 Wing
August 27	Mtg. w/ Fleetwood Construction
August 27	Mtg. RE MOU
August 27	Encroachment Open House (Evening)
August 28	Podcast Episode 12
August 28	Mtg. w/ Doug Thompson of Land Solutions
August 28	Cemetery Mtg.
August 31	Weekly Mgmt. Team Mtg.
August 31	Tour Energy Centre
August 31	Mtg. RE Water Supply Agmt.- RUSC & BRUSC

Corporate Strategic Initiatives and Communications:

- Assisted with August 26, 27 Encroachment Open House
- Assisted with Sept 2 CLG&WC Open House
- Liaising with FCSS re: program advertising and branding
- Producing digital solution for online community registration
- Liaising with FCM re: Criminal Code resolution
- Recorded and published Podcast Episode 12
- Recorded and prepared to publish Podcast Episode 13
- Meetings regarding 4 Wing MOU
- Coordinating final reporting for CARES grant and Aerospace Economic

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