



**Subject: 2021 CAO Department Update**

**To: Council**

**From: Chief Administrative Office**

Report Number: 2021-187

Meeting Date: June 28, 2021

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**Recommendation:**

That Chief Administrative Office Report 2021-187 be received for information.

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**Purpose:**

In the past, Council has requested an update from each department on an annual basis. This is the update from the CAO Department.

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**Background:**

The City's Chief Administrative Officer (CAO) oversees the Directors of each City Department – Corporate Services, Legislative Services, Community Safety, Public Works, and Museum. The CAO also serves as the Chief Executive Officer of the Public Library. Each of these departments has already presented (or will soon) an update to Council. The CAO also oversees the Strategic Initiatives Division, the Communications Division, and Council Services. This update will focus on these components of the CAO's oversight.

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**Discussion:**

Staff have created a PowerPoint presentation to describe the CAO department's recent activity and some planned work for the future.

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### **Internal Consultations:**

This report, and the associated presentation, has been prepared by:

- Scott Luey, Chief Administrative Officer
  - Gary Long, Manager of Strategic Initiatives
  - Alex Pederson, Corporate Communications Officer
  - Nancy Giles, Executive Assistant to Mayor/CAO
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### **Financial Implications:**

There are no financial implications associated with this report.

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### **Conclusion:**

The PowerPoint presentation presented at the June 28 Council meeting describes past activity and planned future activity in the CAO Department.

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### **Appendices:** (If none delete section)

- a. CAO Update – PowerPoint presentation

Respectfully submitted,

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### **Report Approval:**

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final approval is by the Chief Administrative Officer.