



**MINUTES OF THE CITY OF GRANDE PRAIRIE
STRATEGY & COMMUNICATION SERVICES COMMITTEE**

**February 14, 2023, 10:00 A.M.
Council Chambers, City Hall**

PRESENT	K. O’Toole W. Bosch J. Clayton	Deputy Chair Councillor Mayor
ABSENT	G. Berg	Committee Chair
ALSO PRESENT	G. Blackmore D. Bressey M. O’Connor W. Pilat C. Thiessen A. Miller J. MacEachern J. Harrop B. Glavin D. Lemieux J. Freeman A. Van Beekveld L. Hanson	Councillor Councillor Councillor Councillor Councillor Deputy City Manager Chief of Staff Chief Investment Officer Chief Operating Officer Chief Public & Protective Services Officer City Solicitor Council Committee Coordinator City Clerk

1. CALL TO ORDER

The meeting was called to order at 10:42 a.m.

2. DELEGATIONS

3. REPORTS

3.1 Service Area Update

J. MacEachern, Chief of Staff, presented Committee with an update on the current and projected activities planned throughout the service area:

- Executive Services & Strategy - Development and scheduling of semi-annual meetings between City Council and the Airport, Aquatera and the Grande Prairie Public Library, with the intention to further enhance the working relationship with each entity, is occurring. Administration is working on the development of a series of introductory meetings with the Mayor, Chief Investment Officer and Chief of Staff with key industry stakeholders.
- City Clerk - Work is underway with Procurement on an RFP for Automated Voting Services. The Administrative Policy Framework redevelopment is moving to the next stage with internal and jurisdiction document scanning and drafting.

- Corporate Marketing - The Grande Prairie Guide contract has been updated and sent for review; over \$30K worth of ads were sold in 30 days. Administration has been working with the Branding project contractors on research and timelines/deadlines.
- Intergovernmental Affairs - Meetings with federal ministers, MPs and federal department officials took place in Ottawa. Advocacy priorities are being developed for the upcoming provincial election.
- Corporate Communications - The draft Annual Report is completed and will be printed this Friday.

4. CORRESPONDENCE

5. OTHER BUSINESS

6. BYLAW & POLICY REVIEW

6.1 Bylaw C-1444 Subdivision and Development Appeal Board - Amendments

L. Hanson, City Clerk, presented Committee with amendments to the Subdivision and Development Appeal Board Bylaw. The proposed amendments will meet legislative requirements and enhance functionality.

MOVED by W. Bosch

Committee recommend Council:

1. Give three readings to Bylaw C-1444A, being an amendment to the Subdivision and Development Appeal Board Bylaw, as presented; and
2. Appoint Leona Hanson, Amanda Van Beekveld, and Jessica Sanderson as Clerks for the Subdivision and Development Appeal Board.

CARRIED (3 to 0)

7. OUTSTANDING ITEMS LIST

The Committee reviewed the Strategy & Communication Services Committee Outstanding Items List for February 14, 2023.

MOVED by W. Bosch

Committee receive the February 14, 2023 Outstanding Items List, as presented, for information.

CARRIED (3 to 0)

8. ADJOURN

The meeting ended at 10:58 a.m.

Chair

City Clerk