



CITY OF
Lethbridge

**Minutes
Advocacy Advisory Committee Meeting
Friday, January 22 2020
Council Chamber**

Members:

**Deputy Mayor S.R. Miyashiro, Chair (participated remotely)
Councillor A.M. Campbell (participated remotely)**

Absent - Councillor J.A. Coffman

Support and Resource:

**Bonnie Hilford, City Clerk
Carly Kleisinger, City Manager Chief of Staff (participated remotely)
Tara Grindle, Manager of Communications (participated remotely)
Cathy Kiss, Advocacy Consultant (participated remotely)**

1. Call to Order

Chair Miyashiro called the meeting to order at 9:02am and read the Acknowledgement Statement.

2. Adoption of Agenda

Councillor Campbell moved that the Agenda be adopted as amended by adding the following items:

- Team Lethbridge (Verbal)
- Time Change of Meetings (Verbal)

Carried

3. Minutes

None

4. **Official Business**

4.1 **Identifying Priorities and Setting A Clear Vision (Verbal)** – *Carly Kleisinger, City Manager Chief of Staff*

Cllr. Campbell moved that the verbal report be received for information and that Ms. Kiss be provided Council's priorities.

Carried

4.2 **Next Steps for Invest Alberta Discussions (Verbal)** – *Carly Kleisinger, City Manager Chief of Staff*

Cllr. Campbell moved that:

- the verbal report be received for information;
- a discussion be held with the Mayor for the City of Lethbridge to host a Mid-Sized Cities Mayors and CAOs online meeting to share information; and
- Administration to explore the feasibility of hosting an Invest Alberta event for local partners and leaders, similar to the EMRB Summit held in Edmonton.

Carried

4.3 **Advocacy Plan Next Steps (Verbal)** – *Carly Kleisinger, City Manager Chief of Staff*

Cllr. Campbell moved that the verbal report be received for information and that Ms. Kiss continue to establish the advocacy framework and develop the advocacy plan and present it to the next meeting of this Committee.

Carried

4.4 **AUMA Resolutions – Process, Timelines and Next Steps (Verbal)** – Bonnie Hilford, City Clerk

Cllr. Campbell moved that the verbal report be received for information and that proposed AUMA resolutions come to this committee to be reviewed for alignment with the Advocacy Plan before being presented to Council.

Carried

4.5 **TEAM Lethbridge (Verbal)** - Carly Kleisinger, City Manager Chief of Staff / Bonnie Hilford, City Clerk

Cllr. Campbell moved that the verbal report be received for information and that TEAM Lethbridge be added to the February Committee Agenda.

Carried

4.6 **Meeting Change of Time (Verbal)**

Cllr. Campbell moved that the time of these meetings be changed from 9am to 1pm to accommodate Cllr. Coffman's schedule.

Carried

5. **Adjournment**

Cllr. Campbell moved that Committee adjourn at 10:10am.

Carried

Next meeting Friday, February 26, 1:00pm



CITY OF
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**Minutes
Advocacy Advisory Committee Meeting
Friday, February 26, 2021
Council Chamber**

Members:

**Deputy Mayor S.R. Miyashiro, Chair (participated remotely)
Councillor A.M. Campbell (participated remotely)
Councillor J.A. Coffman (participated remotely)**

Also Attending:

Mayor C.S. Spearman (participated remotely)

Support and Resource:

**Bonnie Hilford, City Clerk
Carly Kleisinger, City Manager Chief of Staff (participated remotely)
Tara Grindle, Manager of Communications (participated remotely)
Cathy Kiss, Advocacy Consultant (participated remotely)**

1. Call to Order

Chair Miyashiro called the meeting to order at 1:01pm and read the Acknowledgement Statement.

2. Adoption of Agenda

Councillor Coffman moved that the Agenda be adopted as presented.

Carried

3. Minutes

Councillor Campbell moved that the minutes of the January 22, 2021, meeting of the Advocacy Advisory Adhoc Committee be adopted.

Carried

4. **Official Business**

4.1 **AUMA Resolution Review – Advocacy of a National Early Learning and Care Program – Councillor B.A. Crowson**

Cllr. Campbell moved that the Advocacy Advisory Adhoc Committee recommend that Council adopt the Resolution for AUMA 'Advocacy of a National Early Learning and Care Program' from Councillor B.A. Crowson.

Carried

4.2 **Invest Alberta Update (Verbal) – Carly Kleisinger, City Manager Chief of Staff**

Cllr. Campbell moved that the verbal report be received for information and direct that Administration keep in contact with Invest Alberta and report back to a future meeting of the Advocacy Advisory Adhoc Committee.

Carried

4.3 **AUMA and Alberta Coal Policy – Carly Kleisinger, City Manager Chief of Staff**

Cllr. Coffman moved that the verbal report be received for information and that Mayor Spearman's Office send the letter to AUMA.

Carried

5. **Confidential Reports**

Councillor Coffman moved that Committee now move into Closed Meeting at 1:23 p.m. to discuss confidential matters with respect to the below items as per Section 24 (Advice from Officials) of the *Freedom of Information and Protection of Privacy Act*.

Carried

5.1 **Draft Advocacy Plan (Verbal) – Cathy Kiss, Advocacy Consultant**

5.2 **Alberta Budget Overview (Verbal) - Cathy Kiss, Advocacy Consultant**

5.3 **TEAM Lethbridge (Verbal) – Carly Kleisinger, Chief of Staff**

5.4 **City of Lethbridge Corporate Branding – Tara Grindle, Manager of Corporate Communications**

Councillor Campbell moved that Committee adjourn the Closed Meeting at 2:53 p.m.

Carried

Councillor Coffman moved that the Advocacy Advisory Adhoc Committee Closed Session Meeting discussions, reports, and documents relating to:

- Draft Advocacy Plan (Verbal)
- Alberta Budget Overview (Verbal)
- TEAM Lethbridge (Verbal)
- City of Lethbridge Corporate Branding

remain confidential, pursuant to Section 24 of the *Freedom of Information and Protection of Privacy Act*; and

FURTHER BE IT RESOLVED THAT the Advocacy Advisory Committee direct the Administration proceed with the confidential direction provided during the Closed Session.

FURTHER BE IT RESOLVED THAT the City of Lethbridge Corporate Branding report be forwarded to the March 9, 2021, Meeting of Council, Incamera Session.

Carried

6. **Adjournment**

Cllr. Campbell moved that Committee adjourn at 2:55 p.m.

Carried

Next meeting Friday, March 26, 1:00 p.m.



CITY OF
Lethbridge

**Minutes
Advocacy Advisory Committee Meeting
Friday, March 26, 2021
Council Chamber**

Members:

**Councillor J.H. Carlson (participated remotely)
Councillor A.M. Campbell (participated remotely at 1:15pm)
Councillor J.A. Coffman (participated remotely)**

Support and Resource:

**Bonnie Hilford, City Clerk
Craig Dalton, City Manager (participated remotely)
Tara Grindle, Manager of Communications (participated remotely)**

1. Call to Order

The City Clerk called the meeting to order at 1:03pm.

2. Election of Chair

Councillor Coffman was acclaimed as Chair.

Chair Coffman assumed the Chair.

3. Election of Vice Chair

Councillor Campbell was acclaimed as Vice-Chair.

4. **Adoption of Agenda**

Councillor Carlson moved that the Agenda be adopted as presented.

Carried

5. **Minutes**

Councillor Carlson moved that the minutes of the February 26, 2021, meeting of the Advocacy Advisory Adhoc Committee be adopted.

Carried

6. **Confidential Reports**

Councillor Carlson moved that Committee now move into Closed Meeting at 1:07 p.m. to discuss confidential matters with respect to the below items as per Section 24 (Advice from Officials) and Section 25 (Disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

Carried

6.1 Strategy for the Advocacy Plan (Verbal)

6.2 Advocacy Advisor Contract

Vice-Chair Campbell moved that the Advocacy Advisory Adhoc Committee Closed Session Meeting discussions, reports, and documents relating to:

- Strategy for the Advocacy Plan (Verbal)
- Advocacy Advisor Contract

remain confidential as per Section 24 (Advice from Officials) and Section 25 (Disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*;

FURTHER BE IT RESOLVED THAT the Advocacy Advisory Adhoc Committee direct that Administration proceed with the work on the Advocacy Plan with Ms. Kiss;

FURTHER BE IT RESOLVED THAT 'Advocacy' be added to the 2021 Council Orientation plan; and

FURTHER BE IT RESOLVED THAT the Advocacy Advisory Adhoc Committee direct that Administration proceed with the confidential direction provided during the Closed Session with regard to Advocacy Advisor Contract.

Carried

7. **Adjournment**

Vice-Chair Campbell moved that Committee adjourn at 1:55 p.m.

Carried



CITY OF *Lethbridge*

Minutes

Advocacy Advisory Committee Meeting Thursday, July 22, 2021 Microsoft Teams

Members:

Councillor J.H. Carlson
Councillor A.M. Campbell
Councillor J.A. Coffman

Support and Resource:

David Sarsfield, Acting City Clerk
Carly Kleisinger, Chief of Staff to City Manager
Tara Grindle, Communications Manager

1. Call to Order

Chair Coffman called the meeting to order at 1:00 pm.

2. Adoption of Agenda

The Agenda was adopted as presented by General Consent.

4. Advocacy Work Plan Strategy

A draft advocacy framework for City Council was circulated. Feedback was provided by the Committee.

COUNCILLOR J.H. CARLSON:

That the Lethbridge City Council Advocacy Framework as amended and a draft Terms of Reference for a permanent advocacy advisory committee be prepared for the next meeting.

CARRIED

3. Minutes

COUNCILLOR A.M. CAMPBELL:

That the Minutes of the June 25, 2021 meeting of the Advocacy Advisory Adhoc Committee be adopted as circulated.

CARRIED

5. Next Meeting

COUNCILLOR A.M. CAMPBELL:

That the August 27, 2001 Regular Meeting of the Advocacy Advisory Adhoc Committee be changed to August 5, 2021 starting at 1:00 p.m.

CARRIED

6. Adjournment

Councillor Campbell moved that Committee adjourn at 1:22 p.m.

CARRIED



CITY OF *Lethbridge*

Minutes

Advocacy Advisory Committee Meeting Friday, August 6, 2021 Microsoft Teams

Members:

Councillor J.H. Carlson
Councillor A.M. Campbell
Councillor J.A. Coffman

Support and Resource:

David Sarsfield, Acting City Clerk
Carly Kleisinger, Chief of Staff to City Manager
Tara Grindle, Communications Manager

1. Call to Order

Chair Coffman called the meeting to order at 1:00 pm.

2. Adoption of Agenda

The Agenda was adopted as presented by General Consent.

3. Minutes

COUNCILLOR J.H. CARLSON:

That the Minutes of the July 22, 2021 meeting of the Advocacy Advisory Adhoc Committee be adopted as circulated.

CARRIED

4. Submissions

4.1 and 4.2 Advocacy Work Plan Strategy and Terms of Reference

COUNCILLOR J.H. CARLSON:

That the Committee accept the amended City Council Advocacy Framework and Terms of Reference for a permanent Standing Committee, and further recommend City Council adopt the Advocacy Framework and establish the Advocacy Advisory Standing Committee effective November 1, 2021.

CARRIED

4.3 Council Marketing Budget

The Communications Department requested funds to prepare a marketing video to promote the City of Lethbridge.

COUNCILLOR A.M. CAMPBELL:

That the Advocacy Committee recommend to City Council that up to \$10,000 in one-time funding be allocated to producing a marketing video for the City of Lethbridge, funding to come from the Governance Standing Policy Committee Operating Budget.

CARRIED

4.4 Meeting with Minister of Municipal Affairs at AUMA

The City of Lethbridge was asked if they wished to set up a Meeting with the Minister of Municipal Affairs at the 2021 AUMA Fall Convention. The Chief of Staff will set up a tentative meeting with the Minister as a Placeholder. Possible topics could include the Local Government Fiscal Framework and Grants in Lieu of Taxes.

6. Adjournment

COUNCILLOR A.M. CAMPBELL:

That the meeting adjourn at 2:03 p.m.

CARRIED
